



Minutes of the
MEETING OF THE FACULTY SENATE
April 13, 2015

APPROVED

PRESENT: Richard Albistegui-Dubois, Sandra Andre, Melinda Carrillo, Jenny Fererro, Joel Glassman, Barb Kelber, Greg Larson, Teresa Laughlin, Lawrence Lawson, Shannon Lienhart, Jackie Martin, Pam McDonough, Patrick O'Brien, Lillian Payn, Travis Ritt, Diane Studinka, Rocco Versaci

ABSENT: April Cunningham, Christina Moore, Fari Towfiq

GUESTS: Michelle Barton, Tracy Johnston, Joseph Lennox, Susan Miller, Kim Velasquez

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 Ritt, Lienhart: Faculty Senate approval of the minutes of April 6, 2015, as presented. The motion carried.

Public Comments: There were no public comments.

Announcements: Lawrence Lawson announced the 3rd Annual Women's Hackathon, an event open to all female students over the age of 16. It will be held at Cal State San Marcos on Saturday, April 25. More information is available at: <http://sandiegohackathon.org/>.

Lillian Payn invited all to attend the Graphic Communications 18th Annual Career Day on Wednesday, April 22, with an open house scheduled from 9:00 a.m. – 4:00 p.m. Eleven speakers will be giving presentations from 10:00 a.m. – 2:00 p.m.

Teresa Laughlin reminded Senators that Political Economy Days is being held this week.

Agenda Changes: Greg Larson indicated that the order of the Agenda may be changed due to guests being present.

Title V Grants: Michelle Barton shared information with Senate members on new and existing Title V grants.

She noted that the STEM 1 Cooperative HSI Grant with CSUSM will end on September 30, 2015. There is a proposal being brought forward for continuation of the grant with new activities. She distributed detailed information, which included a summary of ideas and goals.

Barton also distributed information on a proposed Individual Title V Grant aimed at Hispanic Low Income (HLI) students. It will provide competitive preference to tutoring, counseling, and student service programs designed to improve academic success, including innovative and customized instruction courses designed to help retain students and move the students rapidly into core courses and through program completion. These projects are designed to support the development and implementation of high-quality online or hybrid credit-bearing and accessible learning opportunities. It was also noted in the documentation that HSI grants have broadened their scope; in that it's okay to serve all students as long as HLI students show increased numbers, or success.

Barton also introduced faculty members Tracy Johnston, Kim Velasquez, and Joseph Lennox, who provided specific examples of how these grants are beneficial to students in their areas.

A question and answer period followed. Some Senate members asked for clarification on whether the grants can support office hours for part-time faculty. Barton indicated that if information is provided that clearly aligns it with the grant objectives and allows tracking the activity with its success it may be possible. Barton encouraged Senate members to provide feedback or suggestions for inclusion to her as soon as possible.

After the presentation, Senators briefly talked about the district's practice of institutionalizing the positions associated with grants. It would be appropriate to include faculty in those discussions before decisions are made.

Math Curriculum
Specialist Position:

Greg Larson stated that funding is available for one more year for the Math Curriculum Specialist position. An announcement will be distributed soon to fill that position.

Workforce and
Community Devel.
Proposal:

At the February 23 and March 9 Senate meetings, Senators heard information on a proposed co-enrollment policy from the Workforce and Community Development (WCD) Advisory Group. Several departments, in order to maintain the high level and quality of their programs, need to have students in their courses that have experience and expertise to assist the novice students.

At today's meeting, Diane Studinka asked for clarification on Administrative and Board procedures relating to community development (AP & BP 4400, Community Services). Studinka noted that in doing some research, she has also reviewed AP & BP 4104, Workforce Development/Contract Education, which was brought to the Faculty Senate in November of 2010. Their status at this time is unknown.

In relation to community services classes, she provided an updated draft outlining specific information on not-for-credit community service classes, where state apportionment is not claimed and credit is not awarded.

A draft of the proposed policy includes:

- Departments and/or disciplines will make the decision of whether to accept Community Services Co-enrollment in their credit classes and communicate this decision in writing to the WCD office.

- Students must demonstrate they have exhausted their enrollment limitations in credit courses before they can enroll as a Community Services Co-enrollment student.
- Students will not be allowed to enroll in a course for credit, and switch to the not-for-credit option after census.
- Community Services Co-enrollment is accepted only when the minimum enrollment number for the credit class has been met. Community Services Co-enrollment cannot be used to backfill low-enrolled credit classes. A Community Services co-enrolled student will not displace enrollment that could be taken by a credit student.
- Community Services Co-enrollment classes will be assigned a Community Service (CS) class number (CS ART 100) that correlates to the credit class number (ART100).
- Separate rosters will be maintained for credit students and co-enrolled students.
- Faculty teaching the credit class will maintain the Community Services Co-Enrollment class roster and submit it to the WCD department to maintain an audit trail.
- The WCD staff will register Community Services Co-enrollment students and record fee payments using the Active Net system.
- The Community Services registration will only be processed after the class minimum enrollment has been met and the instructor has signed the Community Services Co-Enrollment Registration form.

Studinka noted some concern that some of the departments that would benefit from co-enrollment the most, such as Performing Arts may sometimes fail to meet the minimum caps for enrollment.

Lengthy discussion followed. Senators commented on Palomar being a comprehensive community college, distinct from a lot of other colleges in this area due to our many special, unique programs. Some may question allowing classes with low enrollment to go forward and these instances can provide the district with an opportunity to clarify its ongoing commitment to student's needs. Easing minimum enrollment cap requirements may at times have long-term benefits as it will draw a diverse community of students to the campus.

It was also recommended that tracking be used to assure that funding is monitored appropriately in a restricted WCD account and maintained separately from the college's general fund.

Some minor amendments were proposed to the draft and this item will be brought back for Action at next week's meeting.

FSAs Approved by
the FSA Review
Committee:

Greg Larson distributed copies of a few Faculty Service Areas (FSAs) approved by the FSA Review Committee in recent weeks. For informational purposes, Larson shared the formats used to submit the information.

Faculty requesting additional information on FSAs should contact him with questions.

Committee
Appointments:

Motion 2 MSC Laughlin, Ritt: Faculty Senate approval of the appointment of Richard Albistegui-Dubois as Chair of the Faculty Senate Elections Committee, effective Fall 2015. The motion carried.

Curriculum:

Motion 3 MSC Versaci, Laughlin: Faculty Senate ratification of the Curriculum Actions dated April 1, 2015. The motion carried.

Governing Board: Shannon Lienhart urged Senators to attend the Governing Board meeting on April 14, 2015, where a request will be made to table the vote on the Supplemental Early Retirement Plan for two weeks. This will provide time for the board and interested parties to review the full impact report to ensure that the SERP would benefit the district and not leave the district with financial burden within a few years. A request is also being made that a Transition Task Force be created consisting only of those faculty, staff, and administrators who are not participating in the SERP. The Task Force would begin work on the transition now, not wait until July 1, 2015.

Scholarship
Committee: Reporting on the Scholarship Committee, Travis Ritt stated that of the 341 applicants, scholarships were awarded to 165 students; totaling \$207,200.

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

Respectfully submitted,

Jenny Fererro, Secretary