



Minutes of the
MEETING OF THE FACULTY SENATE
April 20, 2015

APPROVED

PRESENT: Richard Albistegui-Dubois, Sandra Andre, Melinda Carrillo, April Cunningham, Jenny Ferrero, Joel Glassman, Barb Kelber, Greg Larson, Lawrence Lawson, Shannon Lienhart, Jackie Martin, Pam McDonough, Christina Moore, Patrick O'Brien, Lillian Payn, Travis Ritt, Diane Studinka, Fari Towfiq, Rocco Versaci

ABSENT: Teresa Laughlin

GUESTS: Fern Menezes (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 Andre, Lienhart: Faculty Senate approval of the minutes of April 13, 2015, as presented. The motion carried. Abstentions: Cunningham, Moore.

Public Comments: Christina Moore informed Senate members that some part-time faculty members have contacted her with concerns with the district's policy of not notifying full-time applicants when they are not chosen for an interview. Recently, several part-timers contacted her with questions as to why they were not notified. Some Senators noted that it is not normally the district's policy to contact those applicants who were not selected for an interview, particularly as some of the positions have up to 300 applicants.

April Cunningham referred to discussion at the April 6, meeting about the State Academic Senate Resolutions. She followed up on questions raised regarding open educational resources with a website available for faculty to read peer reviews of existing free eTextbooks (www.coolfoed.org/reviews.html). The project, called the California Open Online Library for Education, is prioritizing the review of free textbooks for highly enrolled undergraduate courses. Currently nine courses have textbooks reviewed on the website. The project goal over the next few years is to have peer reviews available for eTextbooks in 50 highly enrolled courses. This is a joint effort of the Cal States, California Community Colleges, and UCs and it is associated with the repository called MERLOT (Multimedia Educational Resource for Learning and Online Teaching).

She added that she is considering offering a Professional Development workshop in the fall on the topic of open educational resources to answer questions and provide support to faculty who may wish to consider adopting free eTextbooks.

Announcements: Diane Studinka announced that she attended one of the Focus Groups hosted by the Web Revamp Task Force. She encouraged Senate members to review the proposed changes and provide feedback: <http://www.palomar.edu/revamp>.

Jenny Fererro announced that members of the Faculty Senate Award for Scholarly and Professional Achievement Advisory Group will review the information submitted and provide their recommendation soon.

Greg Larson informed Senate members that the election of the Faculty Senate Vice President and Secretary will occur at the May 11, 2015 Senate meeting.

Strategic Planning
Council:

Greg Larson reported that members of the Strategic Planning Council (SPC) continue their work on targets set as part of the Institutional Effectiveness Partnership Initiative. Work has begun on the district's ending fund balance, with SPC setting an initial target of \$8 million.

Governing Board:

Greg Larson stated that the Supplemental Early Retirement Plan (SERP) was not voted on at the April 14 meeting, but will come back for consideration on April 28. Tuesday, April 21 the board will have a special meeting with the consultants for the Presidential Search Committee.

In response to a question from a Senator, Larson indicated that the SERP item was pulled from the agenda by the board prior to the start of the meeting.

Palomar Faculty
Federation (PFF):

Shannon Lienhart reported that as a result of recent elections, Travis Ritt, William Dalrymple, and Jerry Limberg will join the PFF Executive Board.

Lienhart also distributed information in relation to the SERP. The handout included data on a PARS prediction from July 2014, as well as more recent information included in a PARS post analysis from April 2015. A detailed report could not be completed until a final number on retirees was provided. She noted several areas in the document that needed clarification from the district, particularly as it relates to classified positions and the agreement that those vacant positions would be filled within the first year. The numbers in the document which refer to those classified positions do not match with what the salaries will be for those positions, but rather indicate that part-time or student workers will be used. It appears as though the post-analysis uses assumptions that are in disagreement with the negotiated terms from the prediction.

Student Services
Planning Council:

Reporting on the Student Services Planning Council, Diane Studinka reported the following:

- The Career Center is hosting Adecco Street Day, on Tuesday, April 22 from 10:00 a.m. – 1:00 p.m. in the Student Union area.
- The Career Center is also hosting a job expo on Wednesday, April 29 from 10:00 a.m. 1:00 p.m.
- The Student Ambassador Program has been very successful. Students are hired to assist other students with familiarizing themselves with the colleges. It is expected to be expanded to include additional training with other departments on campus.

Budget Committee: Joel Glassman stated that members of the Budget Committee met last week. The Growth Formula for the state has yet to be determined, so the 2015-16 budget is not yet complete. In the past, the district has received a 2% flat growth increase, but that could change based upon growth projections. More information will be known at the end of May.

Instructional Planning Council: Reporting on the Instructional Planning Council, Jackie Martin indicated that because of the SERP, some dates have been changed in relation to the Faculty Rationale Request forms. The documents must now be submitted to deans by April 30, 2015.

Student Success & Equity Council: Lawrence Lawson reported that members of the Student Success & Equity Council split into sub groups at their last meeting to address student retention, outreach, and other areas related to student success.

Academic Technology Committee: Lillian Payn announced that Shari Ludwig has been chosen the winner of the “Best of the Best” for her Spanish 101 course. Second place went to Kelly Falcone for her submission of a lesson how teachers should incorporate technology in face-to-face classes.

Payn also shared that since POET began in January, 2012, 85 instructors have been trained. 19 new certificate recipients will be honored at the Faculty Tea next month.

Constitutional Review Committee: Travis Ritt stated that members of the Constitutional Review Committee have met and reviewed the Faculty Constitution. He indicated that no changes are being proposed at this time, but that review is ongoing.

Committee Appointments:

Motion 2 MSC O’Brien, Lawson: Faculty Senate approval of the following committee appointments:

Academic Review Committee (15-17)

Mona Ellis (FT)/Mathematics

Michelle Vogel Trautt (PT)/Behavioral Sciences

Academic Standards & Practices Committee (15-17)

Mary Cassoni (FT)/Business Administration

Mona Ellis (FT)/Mathematics

Nirmala Kashyap (PT)/Mathematics

Academic Technology Committee (15-17)

Student Services - Jose Fernandez (FT)/Counseling

Social and Behavioral Sciences - Erin Feld (FT)/Reading Services

Arts, Business, Media, and Computer Science – Jackie Martin (FT)/Business Administration

Part-time - Mike Bartulis (PT)/Computer Science and Information Technology

Basic Skills Committee (14-17)

Counseling – Dana O’Callaghan (FT)/Counseling

Behavioral Health and Campus Wellness Committee (15-17)

DRC – Lori Meyers (FT)/DRC
Instructional /Apolinar Mariscal (PT)/Mathematics
Kathleen Young (FT)/Behavioral Sciences

Committee on Service Learning (15-17)

Library – Marlene Forney (FT)/Library
Social and Behavioral Sciences - Benhui Zou (FT)/Library

Curriculum Committee (15-18)

Arts, Media, Business & Computer Science - Carol Bruton (FT)/Business Administration
Library – Marlene Forney (FT)/Library
Languages and Literature – Rocco Versaci (FT)/English
Mathematics and the Natural & Health Sciences – Gregory Larson (FT)/Mathematics
Social and Behavioral Science/Patti Dixon (FT)/American Indian Studies,
James Fent (FT) /Alcohol and Other Drug Studies
Student Services – Lori Waite (FT)/DRC

Distinguished Faculty Award Committee (15-17)

Part-time - Susan Q. Johnson (PT)/Speech Communication

Elections Committee (15-17)

Joel Glassman (FT)/Business Administration

Equal Employment Opportunity Advisory Committee (15-17)

Deborah Dozier (FT)/American Indian Studies
Fari Towfiq (FT)/Mathematics

Equivalency Committee (15-17)

MNHS – Gregory Larson (FT)/Mathematics

Facilities Review Committee (15-17)

Paul Kurokawa (FT)/Performing Arts
Mark Lane (FT)/Earth Sciences
Karen Mifflin (FT)/Mathematics

Faculty Service Area Review Committee (15-17)

Counseling - Rosie Antonecchia (FT)/Counseling
CTEE - Adelina Acevedo (FT)/Dental Assisting
Languages and Literature – Lee Chen (FT)/ESL
Social and Behavioral Sciences – Patti Dixon (FT)/American Indian Studies

Finance & Administrative Services Planning Council (15-17)

Barb Kelber (FT)/English

Food Services Subcommittee (15-17)

Brandon Reynolds (PT)/English

Instructional Planning Council (15-17)

Career, Technical, and Extended Education - Peter Ordille/Emergency Medical Education
Mathematics and the Natural & Health Sciences - Susan Snow (FT)/Mathematics

Learning Outcomes Council (15-17)

Library – April Cunningham (FT)/Library
AMB&S – Michael Gilkey (FT)/Business Administration
Part-time academic – Joseph Lennox (PT) Chemistry

Oversight Committee/Grant Funded Projects (15-17)

Rand Green (FT)/Computer Science and Information Technology
Shannon Lienhart (FT)/Mathematics

Palomar College Committee to Combat Hate (PC3H) (15-17)

Abbie Cory (FT)/English

Perkins Planning and Advisory Committee (15-17)

Faculty from CTE programs
Dennis Lutz (FT)/Trade and Industry
Linda Morrow (FT)/Library and Information Technology

Personnel Standards & Practices Committee (15-17)

Nancy Pince (PT)/Nursing
Tony Smith (FT)/Computer Science and Information Technology

Professional Development Advisory Board (15-17)

Library – April Cunningham (FT)/Library

Selection Committee for the position of Director Student Success and Student Equity

1 faculty member appointed by Faculty Senate

Barb Kelber (FT)/English

Selection Committee/ Interim Dean/ARTS, MEDIA, BUSINESS AND COMPUTER SCIENCE

Computer Science and Information Technology
Rand Green (FT)/ Computer Science and Information Technology - Networking

Media Studies

Wendy Nelson (FT)/Communications

Performing Arts

Chris Sinnott (FT)/Theatre Arts

Safety & Security Committee (15-17)

Michael Finton (FT)/Emergency Medical Education

Student Success and Equity Council (15-17)

1 faculty member from Disability Resource Center as appointed by the Faculty Senate

Lori Waite (FT)/DRC

1 faculty member from English Department as appointed by the Faculty Senate

Monica Rodriguez (PT)/English

Student Program Eligibility Appeals Committee (15-17)

EOP&S counselor appointed by Faculty Senate

Veronica Aguilera/EOP&S

Faculty representative appointed by Faculty Senate
Carol Lowther (FT)/ESL

Team Life Committee (15-17)
Kelly Falcone (FT)/Health

Title V, HSI STEM II Basic Skills Steering Committee (15-17)
Math - Cindy Anfinson/Mathematics
Reading – Melinda Carrillo/Reading Services
One Full-Time Faculty Member, at-large – Krystal Rypien (FT)/Life Sciences
One Part-Time Faculty Member, at-large – Joseph Lennox (PT)/Chemistry
Earth, Space and Aviation Sciences
Wing Cheung (FT)
Sean Figg (FT)

Tenure & Evaluations Review Board (15-17)
Social and Behavioral Sciences -Tamara Weintraub/Library
Member-At-Large - Lesley Blankenship-Williams/Life Sciences

Tutoring Committee (15-17)
DRC – Sherry Goldsmith/DRC

Website Revamp Task Force (15-16)
One counseling faculty representatives appointed by the Faculty Senate
Glyn Bongolan (FT)/Counseling

Workforce and Community Development Advisory Group (15-17)
Bob Sasse (FT)/Child Development

The motion carried.

Motion 3

MSC O'Brien, Lawson: Faculty Senate approval of the ballot for the following committee appointments:

Bookstore Subcommittee (15-17)
Benhui Zou (FT)/Library

Disability Resource Center Advisory Committee (15-17)
Theresa Hogan-Egkan (FT)/Counseling

Instructional Planning Council - (15-17) Languages and Literature
Kathleen Sheahan (FT)/World Languages

Instructional Planning Council - (15-17) Career, Technical, and Extended Education
Peter Ordille (FT)/Emergency Medical Education

International Education Advisory Committee - (15-17) one faculty member at large
Carol Lowther (FT)/ESL

NCHEA (15-17)
Christina M. McKinney (FT)/EOP&S, CalWORKs, Counseling

Perkins Planning and Advisory Committee (15-17)

Wing Cheung (FT)/Earth, Space, and Aviation Sciences

Sabbatical Leave Committee (15-18) Social and Behavioral Sciences

Kathleen Young (FT)/Behavioral Sciences

Scholarship Committee (15-17)

Katie Morris (FT)/Counseling

Masako Ikenushi (FT)/World Languages

Selection Committee/ Interim Dean/ARTS, MEDIA, BUSINESS AND COMPUTER SCIENCE

Lily Glass (FT)

Ken Dodson (FT)

The motion carried.

Motion 4

MSC O'Brien, Towfiq: Faculty Senate acceptance of the results of the ballot for the following committee appointment:

Selection Committee/ Interim Dean/ARTS, MEDIA, BUSINESS AND COMPUTER SCIENCE

Gracie Fowler (FT) (at-large appointment representing the Business Dept.)

The motion carried.

Patrick O'Brien stated that the group created to review and possibly revise the Governance Structure will meet on Wednesday, April 22.

Curriculum:

There were no Curriculum items to present.

Faculty Hiring Processes:

Barb Kelber reported that she and Greg Larson met with Vice President of Human Resources John Tortarolo and Lisa Hornsby last week to discuss AP 7120 and the Faculty Hiring Procedure for full and part-time faculty. Members of the Policies & Procedures committee were supportive of the current version of AP 7120 and the work began on updating the Full and Part-time Faculty Hiring Procedures. However, work on those procedures has brought to the forefront some inconsistencies in the language in AP 7120, so it is being reviewed again. Members of HR are working on revising the document and it will be brought back to Policies & Procedures in the near future.

Kelber noted that Tortarolo shared some of the history of the last revision of the Faculty Hiring Procedure, which occurred in 2002 and involved HR, the Superintendent/President, and the Strategic Planning Council. Senators discussed that although that may have been the process utilized at that time, it isn't necessarily the process that should be used now. More information will be brought forward on this soon.

MOUs with Outside Colleges:

Senate members recalled discussion several weeks ago on Memorandums of Understanding (MOUs) after a proposal was received from Point Loma Nazarene to offer a Nursing degree on Palomar's campus. Senators expressed some concern because when full programs are held on this campus it implies an academic or philosophical relation between the two institutions.

At today's meeting, Senators questioned the formal process before these decisions are made. Greg Larson indicated that currently it is a decision made solely by the Governing Board. Jenny Ferrero added that when a proposal was brought forward for Child Development, there was first a meeting with the Vice President of Instruction. If there is support, a MOU is brought through the Facilities department before going to the Governing Board.

Discussion followed on the need for broad discussion before MOUs are presented to the Governing Board as there is a potential for not only departmental impacts but campus-wide impacts as well. Greg Larson indicated that he would bring this issue to his next meeting with President Deegan.

Contracts with
Outside Vendors:

Several weeks ago, Senate members discussed the district's relationship with outside vendors such as Aramark and Follett. There were questions as to how decisions are made to initiate those relationships as well as the procedure utilized to renew contracts with current vendors. This is not necessarily an initiative to change vendors, but there is a need for an opportunity for faculty and staff to provide input when these decisions are made as these facilities and services are utilized by the campus as a whole.

Senators Ferrero, Albistegui-Dubois, and Lawson will further look into this issue and report back to the Senate soon.

Transition Plan:
Articulation Officer
Position:

Greg Larson stated that counseling faculty member P.J. DeMaris has agreed to temporarily fill the position of Articulation Officer. He added that Dean Stockard and Vice President Gonzales have indicated that it will remain a faculty position.

ASCCC Plenary:

Greg Larson indicated that he attended the Spring Session of the Statewide Academic Senate over the weekend. He attended a breakout session on the Online Education Initiative and there are currently 24 colleges participating in an effort to improve success rates for distance learning. Some of those participating utilized Canvas, an online course system other than Blackboard, and there was overall support for its use over Blackboard.

Lillian Payn added that several colleges in the area are in a commitment with their license with Blackboard and no changes are expected yet. It remains to be seen what will happen when those licenses expire. Canvas is currently being funded with a grant of approximately \$16.9 million dollars.

Senators discussed potential concerns, issues, and questions about the Online Education Initiative, as well as the Common Assessment Initiative.

ADJOURNMENT:

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Jenny Ferrero, Secretary