



Minutes of the  
MEETING OF THE FACULTY SENATE  
August 24, 2015

APPROVED

PRESENT: Richard Albistegui-Dubois, Melinda Carrillo, April Cunningham, Jenny Fererro, Joel Glassman, Sergio Hernandez, Barb Kelber, Greg Larson, Teresa Laughlin, Lawrence Lawson, Shannon Lienhart, Jackie Martin, Pam McDonough, Christina Moore, Lillian Payn, Travis Ritt, Seth San Juan, Chris Sinnott, Fari Towfiq

ABSENT:

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.

Please note: All votes are presumed unanimous unless indicated otherwise.

Approval of Minutes:

Motion 1 MSC Sinnott, Hernandez: Faculty Senate approval of the minutes of August 17, 2015, as amended. The motion carried. Abstain: Moore

Public Comments: There were no public comments.

Announcements: April Cunningham announced the 2<sup>nd</sup> Annual Foucault Madness Conference, “Bio-power(ful) Cloud-Bodies” scheduled for Saturday, September 26, 2015, at 9:00 a.m. at the Historic Thibodo House in Vista. Jack Halberstam, a Professor of American Studies and Ethnicity, Gender Studies and Comparative Literature at the University of Southern California, will be speaking at this faculty/student conference. More information and registration information can be found at <https://foucaultmadness.wordpress.com>.

Palomar Faculty Federation (PFF):

Teresa Laughlin reported that faculty who are PFF members will soon be asked to ratify changes in the contract between PFF and the district.

Benefit Consultants will be available to meet with faculty and answer questions about Palomar’s benefit package will be available on Wednesday, August 26, from 2:00 – 4:00 p.m. in MD 155C.

Learning Outcomes Council (LOC):

Marty Furch reported that members of the LOC will meet on Thursday, August 27. She provided a brief outline of some items being carried over from last year that the group is still working on, including a software program from the makers of TracDat which will integrate program review and TracDat. It will be brought for discussion to Instructional Planning Council soon.

A list of departmental facilitators has been identified and the reports that will be inputted into TracDat from those facilitators will be reviewed and discussed by LOC at their meeting on Thursday. Furch noted that previous reports will be removed from the system and be replaced with planning tool reports. Faculty who wish to have specific information remain in the system should contact Furch, who also has office hours in MD 269 on Mondays and Wednesdays.

Lastly, Furch stated that in order to respond to questions from last year about how to assess qualitative SLOs; a new model has been developed to address that issue and is available for review on the LOC website.

Student Success and  
Equity Council:

Greg Larson indicated that the Student Success and Equity Council will meet on Friday, August 28. He noted that on the agenda is the approval of new hires Olga Diaz as the Director of Student Success and Equity, and Nancy Moreno, Manager of Orientation and Follow-Up Services.

Academic Technology  
Committee:

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

1. ATC, next meeting Thursday, August 27
  2. We can offer 3 online courses to prepare instructors to teach online through @One. I learned of a grant through my participation in SDICCCA DE Leaders. The grant is only for CTE instructors (FT & PT). We filled the 3 - 40-hour online workshops with our 3 assigned spaces and have begun a waitlist in case other colleges did not fill their spaces.
  3. Blackboard Activity – July 2015
    - a. Total Enrollments: 18,823 (40,907 users enrolled)
    - b. Courses Available: 362
    - c. Total Courses: 701
    - d. Adoption Rate: 51.6%
    - e. Average Course Enrollment: 26.9
- Compared to July 2014
- a. Total Enrollments: 20,597 (37,397 users enrolled)
  - b. Courses Available: 380
  - c. Total Courses: 731
  - d. Adoption Rate: 52.0%
  - e. Average Course Enrollment: 28.2 students

Human Resources  
Planning Council:

Chris Sinnott reported that the first meeting of the semester for the Human Resources Planning Council will be held on September 1. There are currently two vacancies on the council: one for a PFF representative, and one for a classified staff union representative.

Committee  
Appointments:

Motion 2

MSC Ritt, Laughlin: Faculty Senate acceptance of the results of the ballot for the following committee appointments:

Selection Committee: Director, Disability Resource Center  
Sherry Goldsmith (FT) DRC

Oversight Committee/Grant Funded Projects  
(15-17) Adam Meehan (FT) English

Equal Employment Opportunity Advisory Committee  
(14-16) Marlene Forney (FT) Library

Safety and Security Committee  
(14-16) Kimberly Cristensen (FT) Mathematics

Professional Development Advisory Board  
(15-17) Carol Goetting (PT) Art History

Professional Procedures Committee  
(15-17) Adam Meehan (FT) English

The motion carried.

Motion 3

MSC Ritt, Laughlin: Faculty Senate approval of the following committee appointments:

Academic Technology  
(15-17) Steve Perry (FT) CSIT (at-large for CTEE)  
(15-17) Linda Morrow (FT) Library (at-large for Languages and Literature)  
(15-17) Alix Pouladdej (PT) Physics  
(15-17) Amanda Hill (PT) Child Development

Curriculum Committee  
(14-17) Anthony Fedon (FT) Automotive Tech

Evaluation Appeals Committee  
(15-16) Jim Gilardi (FT) Life Sciences  
(15-16) Mathews Chakkanakuzhi (FT) Mathematics  
(15-16) Tracy Johnston (FT) Mathematics  
(15-16) Erin Hiro (FT) Media Studies (alternate)  
(15-16) Susan Miller (FT) Behavioral Sciences (alternate)

Faculty Service Area Review Committee  
(15-17) Erin Hiro (FT) Media Studies

Finance and Administrative Services Planning Council  
(15-17) Jose Fernandez (FT) Counseling

Learning Outcomes Council  
(14-16) Alan Aquallo (FT) American Indian Studies/SBS  
(14-16) Terrie Canon (FT) CSIT (at-large position)  
(15-17) Susan Miller (FT) Behavioral Sciences (at-large position)

Safety and Security Committee  
(15-17) Diane Studinka (FT) Child Development

Student Program Eligibility Appeals Committee  
(15-17) April Woods (FT) Counseling

Student Success and Equity Council  
(14-16) Annette Squires (FT) Mathematics

Title V. HSI STEM II Basic Skills Steering Committee

(15-17) Kathy Pickham (PT) Chemistry

(15-17) Molly Faulkner (FT) Dance (at-large for Professional Development)

The motion carried.

Motion 4

MSC Ritt, Towfiq: Faculty Senate approval of the appointment of Pam McDonough to the Academic Standards & Practices Committee. The motion carried.

Travis Ritt reported that there are still Senate vacancies on the following committees/councils:

Professional Procedures Committee

Student Services Planning Council

Motion 5

MSC Kelber, Sinnott: Faculty Senate approval of the following Peer Committee chair appointments:

Cathy Jain – requests Wing Cheung

Nimoli Madan – requests Tracy Fung

Sherry Goldsmith – requests Lori Meyers

Trong Nguyen – requests Veronica Aguilera

Steve White – requests Dan Early

The motion carried.

Ritt noted that the Website Revamp Task Force has completed its work and has been removed from the master list of committees. Lillian Payn added that faculty needing assistance during the website revamp process can contact Chris Norcross.

Curriculum:

Jenny Fererro reported that the Curriculum Committee will meet on September 2, 2015. She stated that two faculty representatives from the Languages & Literature division and one faculty representative from the Mathematics and Natural & Health Sciences division are needed to serve.

Changes in Grade  
Challenge Process:

Copies of the revised Student Grade Dispute Policy and Procedures were provided. Pam McDonough noted the changes made based on discussion at last week's Senate meeting. After further review by Senators, some minor additional changes were made to the document.

Motion 6

MSC Lienhart, Laughlin: Faculty Senate acceptance of the revised Palomar Community College District Student Grade Dispute Policy and Procedures. The motion carried.

The document will also be brought to the Policies & Procedures Task Force for information.

MOUs with Outside  
Colleges:

At last week's meeting, Senators discussed an item in the Governing Board Exhibits from August 2015, regarding a contract between the district and UT Austin to offer STEM classes and provide deliverables. Senators had questions regarding the scheduling, how the instructors were chosen, and why it was not negotiated or sent through the Curriculum process.

At today's meeting, Greg Larson informed Senate members that he shared the Senate's concerns with Interim Vice President Sourbeer. Although it was initially thought that members of the Math department were unaware of the proposal, Larson noted that the issue was raised at the April 17, 2015, Math department meeting. It is thought that the classes will be brought through the curriculum process under Special Topics or Directed Studies, and will be provided through the STEM grant. Larson will provide more information on exactly how these Math courses will be offered once clarification is received. Senators also referred to AP 3280, which refers to grants. The procedure outlines how the Superintendent/President or designee shall create, maintain, and communicate procedures for the preparation, submission, and implementation of all applications for grant funding.

This item will remain on the agenda for further discussion at next week's meeting.

TERB Forms:

Barb Kelber reminded Senators of their review of the proposed revision of the Instructional Faculty Review Report and the Self-Evaluation Form in April, 2014. Both documents have been reviewed by the PFF and the district but have yet to be negotiated.

Because of some minor changes, Kelber stated that she would be bringing those documents back to the Senate for review at next week's meeting.

Service Learning  
Coordinator Term:

Greg Larson stated that an appointment is made for the Service Learning Coordinator each year. It is being proposed that the position be made a two-year term with 20% release time. With support of the Senate, this issue will be brought forward for Action at next week's meeting.

Part-Time Faculty  
Online Application  
Process:

Jackie Martin shared some information regarding the application process for part-time faculty and the need for that information to be accessible to the chair and discipline experts of the department hiring those part-time faculty members.

Barb Kelber added that she and Greg Larson are meeting with Human Resources on Wednesday to discuss the Part-Time Faculty Hiring Procedure, which is currently being updated. This is an opportunity to provide some clarity and consistency in the process. Discussion followed on the need for a concise, streamlined process.

Contracts with  
Outside Vendors:

Jenny Fererro reminded Senators of the small group (Ferro, Lawson, Albestegui-Dubois) formed in April to research how the district acquires and retains contracts with outside vendors. There were questions as to how those decisions are made and whether input is sought from faculty and staff before contracts are renewed or extended. At the time, there was a vacancy in the position which would provide that information. Over the summer the position was filled by Bernard Sena (Manager, Business Contracts). Fererro indicated that some of those questions can now be brought forward and discussed. This item will remain on the Agenda for a report next week.

Accreditation Report/  
Recommendations:

Greg Larson referred to the recommendations which were a result of the recent Accreditation visit.

Richard Albistegui-Dubois noted that although it can be difficult to interpret what is specifically meant by the recommendation related to campus-wide participation in governance, it is believed that many on this campus are unaware of how decisions are made. Senate members discussed the issue of faculty participation on committees and in the shared governance process. There are ongoing challenges in raising those participation levels, particularly when many faculty members feel that they are not involved in many of the decisions made by the administration and the board, particularly as it relates to Curriculum and support of the smaller programs. This item will remain on the agenda for further discussion soon.

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

Respectfully submitted,

Jenny Fererro, Secretary