



Minutes of the
MEETING OF THE FACULTY SENATE
August 31, 2015

APPROVED

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

ABSENT: Melinda Carrillo, Shannon Lienhart, Jackie Martin

GUESTS: Marty Furch, 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 Ritt, Hernandez: Faculty Senate approval of the minutes of August 24, 2015, as presented. The motion carried.

Greg Larson also noted that an error was pointed out in the August 17, 2015 minutes approved last week. In the report of his meeting with Interim Vice President Sourbeer, Sourbeer was referred to as "Interim Dean Sourbeer" rather than "Interim Vice President Sourbeer." The correction has been made to the document.

Public Comments: There were no public comments.

Announcements: Greg Larson announced that Senator Christine Moore has resigned from the Senate due to scheduling difficulties.

Strategic Planning Council: The next meeting of the Strategic Planning Council will be held on September 1, 2015.

Governing Board: The next meeting of the Governing Board will be held on September 8, 2015.

Interim President Gonzales: Greg Larson and Jackie Martin will meet with Interim President Gonzales on September 1, 2015.

Palomar Faculty Federation (PFF): Travis Ritt reported that the first meeting of the semester of the PFF will be held on Thursday, September 3 at the Mulberry Street PFF office.

Budget Committee: Joel Glassman indicated that the Budget Committee met last week. Discussion focused on the following issues:

Palomar will lose its "Large College Designation" due to the projection of being approximately 1,200 short of the required 19,980 FTES. Over the next three years the college will still receive large college funding because of the state's Stability Plan. After the three years the district will lose the designation (if enrollment has not increased) and be re-categorized, and there will be no additional growth or FTES funding for that period. The district can then become stabilized and work on receiving those funds again. He also added that the district will be receiving a one-time additional \$10 million for a state-mandated block grant to compensate for the cost of increased STRS formulas.

**Instructional
Planning Council:**

Pam McDonough reported that members of the Instructional Planning Council also discussed the college's change-over from a large to a medium-sized designation, and shared optimism that this may be the appropriate way for the district to run, as it more realistically reflects current student demand.

Senators also discussed CCC Apply, a free pilot program offered by the Chancellor's Office which will allow any community college to move to *Canvas*, a program similar to Blackboard. It offers students concurrent enrollment at several districts with compatible programs that are easily transferrable. Senators discussed possible challenges and drawbacks to this system as it is currently understood. More information will be available on this soon.

**Learning Outcomes
Council:**

Marty Furch stated that members of the Learning Outcomes Council met on Thursday, August 27. Discussion focused on the type of reports available in TracDat to provide departments the opportunity to run assessment reports.

A newsletter will be distributed to faculty soon.

There have been some issues with TracDat, including log-on errors. Faculty experiencing any difficulty should contact Furch for assistance.

**Student Success &
Equity Council:**

Greg Larson reported that the Student Success & Equity Council continues to meet. There are several projects currently being discussed, including offering events similar to Tarde de Familia to focus on foster youth and veterans, as well as the expansion of the First Year Experience Orientation and Student Lingo Workshops.

**Student Services
Planning Council:**

Travis Ritt indicated that members of the Student Services Planning Council discussed the formation of a new committee, "AB540/Dream Act."

Director of Student Success and Equity Olga Diaz, and Manager of Orientation and Follow-Up Services Nancy Moreno, both began serving in their new positions effective today.

**Academic Technology
Committee:**

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

August 31, 2015, Report to SENATE

Submitted by Lillian Payn/Academic Technology Committee

The ATC held the first meeting of the academic year on Thursday, August 27, 2015. We have 14 members including the chair.

We established and scheduled our goals for this coming academic year:

ACADEMIC TECHNOLOGY COMMITTEE
— GOALS: SCHEDULED AND PRIORITIZED —
 — 2015-2016 —

| | SEPT | OCT | NOV | DEC | JAN | FEB | MAR | AP | MAY | |
|--------------|--------------|---|----------------------------|-----|---------------|---------------------------|-----------------------|--------------|------------|--|
| GOALS | Canvas Pilot | OEI -Analysis -Discussion | | | | | | | | |
| | Class Size | Showcase Contest | <i>Announce</i> | | <i>Launch</i> | | <i>Deadline (ApI)</i> | <i>Judge</i> | <i>TEA</i> | |
| | | | | | | DIL (LOC/Student Success) | | | | |
| | | DE Policy Meta Analysis | | | | DE Policy Recommendations | | | | |
| | | Requests from VPI, Deans, Senate, Faculty, ATRC | | | | | | | | |
| | | | POET -review -revise | | | | | | | |

Committee
 Appointments:

Motion 2 MSC Ritt, Laughlin: Faculty Senate approval of the following committee appointments:

Instructional Planning Council
 (14-16) Katy French (FT) Library Services

Faculty Service Area Review Committee
 (15-17) Rob Jones (FT) Mathematics/MNHS

Learning Outcomes Council
 (15-17) Tess Emminger (PT) Counseling

Safety and Security Committee
 (14-16) Mathews Chakkanakuzhi (FT) Mathematics
 (15-17) Daniel MacNeil (PT) Life Sciences

The motion carried.

Motion 3 MSC Laughlin, Sinnott: Faculty Senate acceptance of the results of the ballot for the following committee appointment:

Equal Employment Opportunity Advisory Committee
 (15-17) Kalyna Lesyna (FT) Behavioral Sciences

The motion carried.

Travis Ritt noted that to date only 20 faculty vacancies remain on the list of committees, which results in 71% of committees with full faculty representation.

Motion 4 MSC Ritt, McDonough: Faculty Senate approval of the appointment of Teresa Laughlin as Chair of the Professional Procedures Committee. The motion carried.

Service Learning

Coordinator Term: At last week's meeting Senators discussed the term of the Service Learning Coordinator. Currently the position is a one-year term, and a proposal was made to make the position a two-year term with 20% release time.

Motion 5 MSC Fererro, Laughlin: Faculty Senate support of the conversion of the Service Learning Coordinator from a one-year term to a two-year term, effective Fall, 2016. The motion carried.

TERB Forms: Barb Kelber distributed copies of the draft of the Palomar College Teaching Faculty Evaluation Review Report for full-time faculty, including probationary and full-time faculty in Instructional areas.

Kelber noted the changes being proposed to the document, and lengthy discussion followed on the document as additional amendments were proposed related to SLO's and assessment.

This item will remain on the agenda for further discussion on September 14.

Role of Grant

Oversight Committee: Greg Larson indicated that the Academic Procedure (AP) and Board Policy (BP) relating to grants would be brought to the Policies and Procedures Committee to assure that there is language included which includes faculty in the process from the onset.

He distributed copies of Resolutions passed by the Statewide Academic Senate several years ago regarding the approval of grant-driven projects. There is statewide support for local senates and curriculum committees to collaborate with administrators to develop formal policies and procedures for the development and approval of mission-driven funded programs and curricula.

After brief discussion, Senators agreed that there is a need for faculty to be involved in any grants that relate to Academic and Professional Matters regardless of whether there is a need for the Senate to sign-off or approve them.

State Academic
Senate Faculty
Awards:

Greg Larson announced that nominations are currently being accepted for the Statewide Academic Senate's Stanback-Stroud Diversity Award.

Each college may nominate one faculty member or one group of faculty to receive this prestigious honor, which includes a cash award of \$5,000. All faculty (full and part-time), classroom and non-classroom, are eligible for nomination. One faculty member or group in California will be chosen and honored at the 2015 Spring Plenary Session. More information can be found on the Academic Senate's website: <http://www.ascce.org/>, under the "Awards" tab.

Part-Time Faculty
Online Application
Process:

Barb Kelber and Greg Larson shared information with the Senate on their recent meeting with Vice President for Human Resources Michael Popielski on the Senate's recent discussions regarding the Part-time faculty online application procedure and the concerns expressed by several part-time faculty members and department chairs with the process. Kelber and Larson requested that Lisa Hornsby provide a written description of the process, which she agreed to do.

This item will remain on the agenda for discussion at an upcoming meeting.

Contracts with
Outside Vendors:

Jenny Fererro stated that she emailed Bernard Sena, Manager of Business and Contract Services, to let him know of the Senate's discussions relating to how decisions are made to acquire and retain vendors and whether faculty and staff input is sought. Sena has responded that he has asked Chris Wick to schedule a meeting with the appropriate advisory committees. It was requested that Fererro obtain a copy of those meeting times and share it with Senators for those who wish to attend.

This item will remain on the agenda for further discussion at the September 14 meeting.

Policies & Procedures:

Greg Larson indicated that he and Barb Kelber met with Human Resources last week to discuss the Full-time Hiring Process. Vice President Popielski asked for input on whether faculty would be supportive of having a classified staff member on the first-level of the hiring committee, specifically for the purpose of expanding diversity on that level.

Kelber noted that Popielski explained the pressures coming from the Governing Board on increasing diversity and expressed his willingness to work with faculty on having a process that is accepted and supported by both faculty and the administration.

The policy, without the change being proposed by Human Resources, will be brought to the next Policies & Procedures Committee meeting. Kelber added that she and Larson have several times expressed their willingness to meet with the Governing Board at one of their workshops, or to be on their workshop agenda, and it is hoped that it will now occur with the assistance of Popielski.

Senators briefly discussed the proposal of adding a staff member on the first-level of the hiring committee but did not formally express their support of it. There was agreement, though, that the Senate fully understands the importance and value of establishing a process that assures not only diversity, but that the best candidate is chosen for each position.

There was discussion on how the first-level interview process could occur, including the consideration of Skype and other technological opportunities. There was some concern with candidates doing a teaching demonstration in that format due to technological challenges that frequently arise. The district could consider paying for first-level interviews. One Senator noted that the Diversity Committee has their own budget, which could possibly cover some of those expenses.

This item will be brought back for further discussion at the next Senate meeting.

ADJOURNMENT:

The meeting was adjourned at 3:36 p.m.

Respectfully submitted,

Jenny Fererro, Secretary