



Minutes of the  
MEETING OF THE FACULTY SENATE  
October 13, 2014

APPROVED

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

ABSENT: Pam McDonough, Judy Wilson

GUESTS: Adrian Gonzales

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 Albistegui-Dubois, Furch: Faculty Senate approval of the minutes of October 6, 2014, as amended. The motion carried. 1 Abstention: Studinka.

Public Comments: There were no public comments.

Announcements: Jenny Ferrero announced that faculty members are invited to an All-Faculty Summit on hiring practices on Friday, October 24 from 1:30 – 3:30 in MD-157. A survey is being distributed this week asking for faculty to share their experiences with hiring, committee service, and other processes. The summit will focus on brainstorming and solutions based on input provided from faculty.

After additional information was heard from Senator Travis Ritt on the Student Loan Forgiveness issue, the Senate will not be pursuing this issue.

Strategic Planning Council:

Greg Larson indicated that members of the Strategic Planning Council approved the 3SP Plan at a special meeting held on Friday, October 10.

Governing Board:

The next meeting of the Governing Board will be held on October 14.

Palomar Faculty Federation (PFF):

Senators were reminded that Tom Torlakson, the State Superintendent of Public Instruction, will be on campus on October 28, from 4:00 – 6:00 p.m. There will also be a Part-Time Faculty meeting on Wednesday, October 15.

Faculty Service Area  
Committee:

Greg Larson stated that members of the Faculty Service Area Committee continue their work contacting department chairs for FSA information. He noted that a PFF representative is still needed.

Instructional Planning  
Council:

Jackie Martin reported that the Instructional Planning Council continues to discuss Program Review and Planning. The council has formed a work group to streamline the process to address issues that arise in year-two.

Learning Outcomes  
Council:

Marty Furch indicated that members of the Learning Outcomes Council met on Thursday, October 9. The group discussed the Assessment of GE/ILO on Digital Literacy for next semester.

Faculty are lined up to assess Written Communication this semester, with the goal of 40 faculty and their classes participating in the assessment of written communications.

Academic Technology  
Committee:

Lillian Payn provided the following Academic Technology Committee (ATC) report:

1. ATC: focus is on recommending a feasible solution for assessing appropriate computer skills... researching existing products and data transfer to Palomar.
2. ATRC:
  - a. Actively collecting information so we can efficiently contribute in the new Task Force to redesign the college website and have more consistency across campus. Oct 20 first meeting. A smaller group has been meeting but the next push will be to include faculty and more interest groups.
  - b. Established a Streaming Server Workgroup to establish a procedure that complies with copyright laws, protects intellectual property, and complies with Section 508, and serves faculty and students. There are many issues that need to be resolved and we have included a cross-section of the campus with Dean Kahn's participation. Oct 23 first meeting.
  - c. Blackboard: I attended a Blackboard conference at City College last week; they revealed many products that they are rolling out (as they buy up many ed. tools). Stay tuned for a new look and Facebook-like feel of BB in Jan. 2015. Of interest:
  - d. The iPad grader app – free, released last week
  - e. The new Student view Preview icon in the upper right corner, so we are looking deleting that extra student account that instructors have, since this distorts our statistics for BB enrollment... planning to cancel those accounts at the end of this semester.
  - f. We are in the process of licensing enhancements to BB that will increase our functionality and automate faculty input across all of our courses (Core module that will include the Community feature).

Human Resources  
Planning Council:

Christina Moore stated that members of the Human Resources Planning Council discussed the Staffing Plan at their last meeting. The document is available for review on the district's website.

Committee  
Appointments:

Motion 2

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

Website Revamp Task Force

*(14-15) Two teaching faculty representatives appointed by the Faculty Senate*  
Michael Arguello (FT)/Economics, History & Political Sciences  
Gregg Kelley (PT)/ Graphic Communications

*(14-15) One counseling faculty representatives appointed by the Faculty Senate*  
Glyn Bongolan (FT)/Counseling

*(14-15) One library faculty representative appointed by the Faculty Senate*  
Marlene Forney (FT)/Library

The motion carried.

Motion 3 MSC O'Brien, Studinka: Faculty Senate approval of the following committee appointment:

Campus Police Committee

Lorene Craw, Child Development Center

The motion carried.

Curriculum: Copies of the Palomar College Curriculum Actions were provided last week.

Motion 4 MSC Versaci, Ritt: Faculty Senate ratification of the Palomar College Curriculum Actions dated October 1, 2014. The motion carried.

Policies & Procedures: Senate members were provided with updates on several Policies & Procedures:

BP 5500: Student Standards of Conduct

This will come to the Senate in an updated format for discussion before being brought to the Policies & Procedures Task Force.

AP 6700: Civic Center Act and Other Facilities Use

AP 3900: Speech – Time, Place, and Manner

These were tabled until December, and will be brought to the Senate to provide an opportunity for discussion prior to the Task Force readdressing them in December.

AP 7120: Recruitment and Hiring

This has been forwarded on to the Strategic Planning Council for final approval.

AP 5530: Students Grievance Policy (formerly the Students Rights & Grievances Policy).

This is being worked on by a small sub-committee which was formed to update the document.

AP 3430 Discrimination and Prohibition of Harassment

Some faculty members have expressed concern with this policy. They will be invited to attend an upcoming Senate meeting to discuss those concerns.

Faculty Senate Goals: Copies of the 2013-14 Faculty Senate Goals were distributed for Information. Senate members discussed amending the document for this academic year and several updates and revisions were made. A goal will be added to review the Campus Governance Structure as it has not been updated for many years. This will be a large task, but an

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

Faculty Oversight of  
Grant Writing:

At last week's meeting, Senators discussed the creation last year of the Faculty Senate committee tasked to review grants before they are approved by the body as a whole. The committee currently only reviews grants that are already written and ready for sign-off. Questions have been posed as to whether that group's role could, or should, be expanded to include input and comments during the initial process.

Some Senate members were in support of the change, while others thought it was important that the committee not take on an advocacy role but should be a neutral arbiter of assuring that the grant is planning for and potentially avoiding the potential institutionalization of funds.

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

TERB: Revision of  
Forms:

Barb Kelber reminded Senators that members of the Tenure & Evaluations Review Board (TERB) have been working for several months on issues related to evaluations of those faculty members who work in departments which are overseen by directors rather than faculty chairs. Directors do not evaluate faculty – only faculty evaluate other faculty members. There is currently only a small number of faculty affected by this and work continues to create a process for them. Kelber shared the Evaluation Report Form on the overhead and shared revisions being proposed after conversations with chairs of multidisciplinary departments.

Discussion followed on the document. This will be brought back next week for further information.

Student Equity Plan:

Senate members were provided with copies of the most recent version of the Student Equity Plan. Adrian Gonzales noted several amendments to the document, including the addition of an Executive Summary and budget resource area. Gonzales stressed the importance of tying this into the Student Equity Plan to provide broader opportunities for funding relating to targeted groups, including counseling and advising. Senators wanted more specific ties to faculty members, particularly part-timers for office hour compensation.

A lengthy question and answer period followed. Gonzales asked Senate members to continue their review of the document and forward their recommendations to him. This item will remain on the Agenda for further discussion at next week's meeting.

ADJOURNMENT:

The meeting was adjourned at 3:32 p.m.

Respectfully submitted,

Jenny Fererro, Secretary