



Minutes of the
MEETING OF THE FACULTY SENATE
October 19, 2015

UNAPPROVED

PRESENT: April Cunningham, Jenny Fererro, Joel Glassman, Sergio Hernandez, Barb Kelber, Greg Larson, Teresa Laughlin, Lawrence Lawson, Shannon Lienhart, Jackie Martin, Pam McDonough, Lillian Payn, Travis Ritt, Seth San Juan, Fari Towfiq

ABSENT: Richard Albistegui-Dubois, Melinda Carrillo, Chris Sinnott

GUESTS: Dana O'Callaghan, Olga Diaz, Jose Fernandez, Lorena Lomeli-Hixon, Sierra Lovelace, Shayla Sivert

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 MS Ritt, Lawson: Faculty Senate approval of the minutes of October 5, 2015, as amended. Abstentions: Fererro, Larson, Laughlin, Lienhart, McDonough.

The motion was not voted on.

There were several amendments needed to the October 5, 2015, minutes, and Senators agreed to postpone approval until next week's meeting.

Motion 2 MSC Ritt, Laughlin: Faculty Senate approval of the minutes of October 12, 2015, as amended. Abstention: Lienhart. The motion carried.

Agenda Changes: Greg Larson indicated that the agenda order would be changed to accommodate guests.

Noncredit 3SP Plan: Shayla Sivert distributed copies of the [Noncredit Student Success and Support Program \(3SP\) Plan](#). The plan aids the college and noncredit adult education program in planning and documenting how SSSP services will be provided to noncredit students. The goal of the program is to increase student access and success by providing students with core SSSP services to assist them in achieving their educational and career goals.

Sivert outlined several areas in the document, and a brief discussion period followed. There was a question regarding the match funds for the non-credit allocation and whether they were already set aside in the general fund. In a written response, Sivert indicated that the match funds are funds that are already used for the same purposes (assessment, orientation, advisement, and follow-up). For example, in ESL, the positions that are in

the report are not “soft” positions, that is, they are permanent Palomar positions. Non-credit allocation funds can be used to pay for part of those positions, and we have to show that the district already pays at least that much, which it does and has for years already. Because orientation, assessment, advising, and follow-up are the key elements of our MIS reporting to the state, the college already spends so much more in these areas than would show in the 1:1 match. It is not general fund money that is being pulled out of one area and now being set aside to provide a match; it is money that has been budgeted for these purposes for a long while, and we are making the connection for reporting purposes.

There was also a question regarding the Counseling, Advising, and Student Education Planning and the adequacy of student access to counseling and advising services. There are services at the San Marcos campus that are not equivalently provided at the Escondido center. Sivert indicated that there is support for similar services in Escondido but due to the time frame in submitting this plan it was not feasible to tie it in with these allocated funds.

This item will be brought back for Faculty Senate Action at next week’s meeting.

Integrating Roles of Counseling and other Faculty:

At the September 21, 2015 Senate meeting, Senate members discussed communication between instructional faculty and counseling faculty as it relates to curriculum changes and advising on academic programs, and how to improve that communication between instructional and counseling faculty. Senators discussed the importance of information sharing and the benefits of all faculty working together to provide the best services to students.

At the October 5, 2015 Senate meeting, P.J. DeMaris responded to the Senate’s discussion and noted some concern that there was quite a bit of dialogue referencing the Counseling department but no invitation made to any members of Counseling to attend the meeting. She also noted some errors in figures relating to the number of part-time faculty and clarified that information.

As a result of dialogue at the September 21 and October 5 meetings, the item was placed on today’s agenda and several members of the Counseling department were in attendance to discuss it. Jose Fernandez provided the following written information and requested that it be included in today’s minutes.

Response to Faculty Senate Minutes of September 21, 2015:

- The minutes of September 21 are the first time that the Counseling Department knew about “communication issues between instructional faculty and counseling faculty members as it relates to curriculum changes and advising on academic programs.”
- Counselors wonder why the “complaint” wasn’t brought to the Counseling Department Chair for resolution between the parties rather than being aired publicly.
- Counselors don’t know who is accusing us or what the specific complaint is.
- Counselors stay current on changes and updates to Palomar programs and curriculum via weekly reports by the Articulation Officer, Faculty Senate minutes, Curriculum Committee minutes, the current Palomar Catalog, and presentations by department faculty at counseling meetings.
- The Senate minutes contain incorrect information, specifically, “Counseling has over 80 part-time faculty members.” We wish. We have never had 80 adjunct counselors in any one semester.
- The Counseling Department has a method of disseminating information to our adjunct faculty the same as any other department on campus does. We would not question any other department’s methods and don’t feel that ours should be questioned by colleagues.

- However, our method of getting information to our adjunct counselors involves having regular adjunct counselor information meetings each semester, mass distribution of information via email and regular mail, and sending adjunct counselors to appropriate UC and CSU conferences to obtain updates. In addition, we have a mentor/mentee system where each adjunct counselor is assigned to a full-time counselor. They meet every month to share updates and ponder special situations.
- One reason that students may not have information about curriculum changes may be that Counselors are advising students for future semesters before curriculum changes have been approved. Since students usually only come to see a counselor once per semester, they may not be aware of new changes or updates until they return to the counselor the following semester or, in many cases, several semesters later.
- Students are not required to see a counselor before enrolling in classes. Many students self-select their schedules without seeing a counselor.
- Students also may decide not to take a course or can't get the course a counselor listed on the educational plan.
- Counselors always give students options and do not guide them to one class over another unless it is required for a specific school or major.
- We are offended by the accusation from our colleagues that Counselors lack of information had a negative impact on enrollment. While there are many factors involved in the decrease in enrollment at Palomar. Counselors do not agree that our lack of information had anything to do with it. A more likely reason would be lack of counselors.
- Any and all departments are invited to contact our department chair and request to be on the agenda for a counselor meeting which are held at least three times per month.
- Counselors maintain a counseling reference page on our web site that includes all information presented at our counseling meetings by instructional faculty and any changes or updates to programs and curriculum. It also contains tips, suggestions, and additional information about Palomar programs that might be useful to students.

Department	Chair Person	Counselor Extension	Counselor
American Indian Studies	Patricia Ann Dixon	3635	Gabriel Sanchez
Art	Lily Glass	3140	P.J. DeMaris
Athletics Program	Scott Cathcart	2187	Elvia Nunez-Riebel
Behavioral Sciences	Michael Lockett	2186	Tom Ventimiglia
Business Administration	Jackie Martin	8124	April Woods
Chemistry	Patricia Brandon	3636	Glyn Bongolan
Child Development	Jenny Fererro	2654	Dana O'Callahan Patrick O'Brien
Computer Science & Information System	Rand Green	3771	Rebecca Barr
Dental Assisting Program	Denise Rudy	2193	Rosie Antonecchia
Design & Consumer Ed.	Ken Swift	2193	Rosie Antonecchia
Earth, Space, and Aviation Science	Catherine Jain	2189	Lorena Lomeli-Hixon
Economics/History/Political Science	Teresa Laughlin	3140	P.J. DeMaris
Emergency Medical Ed.	Pete Ordille	2189	Lorena Lomeli-Hixon
English	Rocco Versaci	3138	Karan Huskey Tere Hogan Egkan
English as a Second Lang.	Nimoli Madan	3037	Jose Fernandez
Graphic Communications	Kenneth Dodson	2193	Rosie Antonecchia
Health, Kinesiology and Recreation Management	Robert Vetter	2684	Sierra Lovelace
Library	Katy French and Tamara Weintraub	2177	Katie Morris
Life Science	Beth Pearson	2178	Renee Roth
Mathematics	Jay Wiestling	3140	P.J. DeMaris
Multicultural Studies	Rodolfo Jacobo	2654	Dana O'Callaghan
Nursing Education	Hope Farquharson	3037/2186	Jose Fernandez Tom Ventimiglia
Occupational and Noncredit Programs	Mollie Smith	2684	Sierra Lovelace
Performing Arts	Patriceann Mead	2198	Tim Hernandez
Public Safety Programs	Kevin Barrett	2195	Lisa Romain
Reading Services	Melinda Carrillo	2177	Katie Morris
Speech Communication/Forensics/ASL	Kevin McLellan	3138	Karan Huskey
Trade & Industry	Dennis Lutz	3138	Karan Huskey
World Languages	Kathleen Sheahan	2187	Elvia Nunez-Riebel

Fernandez noted several sections in the response (specifically the number of counselors and the lack of invitation to the meeting), but did not present the full list, and Senators asked for clarification on some items, particularly the Department Liaison List. Senate members who are department chairs have never received or seen the list, and many chairs were unaware that they had an assigned liaison. Discussion occurred on the item being brought to the Senate in an effort to improve the quality of communication between instructional faculty and counseling while assisting students to achieve their educational goals, particularly when all faculty are now somewhat limited by consequences created as a result of efficiency and repeatability standards. One Counselor also noted another challenge is that financial aid is tied very heavily to Educational Plans and those regulations must be met as well. There was also brief discussion on the need for Counselors to have access to tools available to them so there is no negative effect on enrollment in some programs or to the smaller departments, though there was agreement that several factors impact student enrollment.

In closing, Greg Larson noted that there was never any intent to permanently exclude any individual or department from discussion; the Senate's intention was to start dialogue and bring those concerns to Counseling faculty for their input and suggestions. One Senator also pointed out if any faculty member sees something on the Faculty Senate Agenda that is of interest, they are encouraged to attend and participate in the discussion, as all Senate meetings are open and the agenda serves as an invitation to attend.

Credit 3SP Plan:

Olga Diaz provided Senate members with the latest draft of the [Credit Student Success and Support Program \(3SP\) Plan](#). The purpose of the credit Student Success and Support Program Plan is to outline and document how the college will provide SSSP services to credit students. The goal of this program is to increase student access and success by providing students with core SSSP services to assist them in achieving their educational and career goals. She also shared data in the Student Success and Support Program Credit Funding Formula, which is based on the college's potential population of students to receive services, plus the number of students served at the college. This data is submitted annually to the Chancellor's Office, who compiles it with data from 113 other colleges in the area and applies the formula to the amount of money made available from the State Legislature to fund these services, and the funding is then allotted out to each college district.

Diaz noted several areas in the document, particularly relating to Orientation, Enrollment, and Financial Aid and Financial Advising. As Senators reviewed the document, some amendments to the wording were recommended, and Diaz provided clarification in relation to several areas.

This item will be presented for Faculty Senate Action at next week's meeting.

Palomar College
Strategic Plan
2016:

At last week's meeting, Senate members were provided with copies of the [Palomar College Strategic Plan 2016](#). There were no comments about the document.

Contracts with
Outside Vendors:

Jenny Fererro reminded Senators about current meetings for the following advisory committees:

Bookstore Advisory Committee: Monday (today) at 2:00 p.m.
Food Services Advisory Committee: Wednesday, 10/21/15, at 3:00 p.m.

She added that she was informed that she would be provided with a summary of minutes from the Bookstore Advisory Committee that she could share with the Senate.

In relation to the Food Services Advisory Committee, Fererro asked for a Senate volunteer to attend this week's meeting. If no Senator is able to attend, she will ask for a summary of those minutes as well.

ADJOURNMENT: The meeting was adjourned at 3:28 p.m.

Respectfully submitted,

Jenny Fererro, Secretary