



Minutes of the
MEETING OF THE FACULTY SENATE
October 28, 2013

APPROVED

PRESENT: Rebecca Alvarez, Sandra Andre, Glyn Bongolan, Melinda Carrillo, Jenny Fererro, Joel Glassman, Barb Kelber, Greg Larson, Jackie Martin, Pam McDonough, Christina Moore, Linda Morrow, Lillian Payn, Travis Ritt, Susan Snow, Diane Studinka, Fari Towfiq

ABSENT: Teresa Laughlin, Patrick O'Brien, Rocco Versaci

GUESTS: Genesis Gilroy

CALL TO ORDER: The meeting was called to order by the President, Greg Larson, at 2:00 p.m. in Room SU-30.

Approval of Minutes:

Motion 1 MSC Morrow, Towfiq Faculty Senate approval of the minutes of October 21, 2013, as presented. The motion carried.

Welcome: Senators welcomed new Senator and part-time faculty member Rebecca Alvarez.

Public Comments: There were no public comments.

Announcements: Senate members expressed best wishes to faculty member Rocco Versaci, who recently underwent surgery.

Committee
Appointments:

Motion 2 MSC Martin, Towfiq: Faculty Senate approval of the following committee appointment:

Accreditation Standard II.C Writing Team
Linda Morrow

The motion carried.

Constitutional
Review Committee:

Greg Larson indicated that members of the Faculty Council have appointed Senators Joel Glassman and Travis Ritt to the Constitutional Review Committee. The committee composition calls for three members, and Larson asked for an additional Senate representative. After brief discussion, Barb Kelber also volunteered to serve.

Curriculum:

Motion 3 MSC Andre, Morrow: Faculty Senate ratification of the Curriculum Committee Action items dated October 16, 2013. The motion carried.

Faculty Senate

Goals: Senate members were provided with an amended version of the goals. Discussion followed, and some additional changes were made to the document.



GOALS FOR 2013-14

GOAL		IN PROGRESS	ON HOLD	ACCOMPLISHED	RESPONSIBLE PARTIES
1	Oversee the college's implementation of the Enrollment Management Plan while helping departments maintain the quality and integrity of their programs.				
2	Create an Oversight Committee for Grant-Funded Projects.			X	
3	Update the Faculty Constitution.				
4	Update Committee on Committee Guidelines on Faculty Senate Webpage.				
5	Review Operational Committees.				

ONGOING RESPONSIBILITIES

1	Actively participate in the college's response to the Student Success Task Force Recommendations while helping departments maintain the quality and integrity of their programs.
2	Maintain oversight and reporting relationships in the following areas: a. Basic Skills/Title V HSI Committee b. GRAD (Goals, Responsibility, Attitude, Determination) c. Academic Technology Committee d. Workforce and Community Development Advisory Group e. Academic Technology Resources Center f. STEM Grants 1 & 2 Committees g. Learning Outcomes Council h. Tenure & Evaluations Review Board i. Curriculum Committee
3	Increase faculty service on committees and councils by a. Ensuring that membership calls are sent out regularly b. Reminding faculty of the importance of service on councils and committees.
4	Review proposed guidelines related to the academic and professional elements of online courses and instruction.
5	Monitor the use of the Palomar Outcomes Database/TracDat data-collection system in Student Learning Outcomes Assessment.
6	Encourage faculty to continue to actively participate in the SLOAC.
7	Actively participate in the process of maintaining accreditation status.

their stated FSAs, with some requiring the minimum qualifications and others having additional requirements.

This item will remain on the agenda for additional discussion next week.

Area D Meeting: Greg Larson indicated that the Statewide Academic Senate's Fall session will be held on November 6 – 8. The five resolutions discussed at the local Area D meeting will be brought forward for a vote.

Policies & Procedures: Barb Kelber reported that members of the Policies & Procedures Task Force are currently reviewing the Discrimination & Harassment Policy.

Academic Calendar: Greg Larson reminded Senators of the discussion held at last week's meeting, where members of the Academic Calendar Workgroup shared options for the 2014-15 academic calendar.

He indicated that the group has chosen "Option 1" for recommendation and that it will be brought to the next Governing Board meeting for approval.

Travis Ritt added that a new work group will be formed in the spring to begin review on the option of a condensed calendar.

Academic
Technology:

Lillian Payn provided the following Academic Technology report:

The Academic Technology Resource Center (ATRC) is working with Blackboard and Information Services to analyze the Blackboard server space on campus. Through this analysis it was discovered less than optimum uses of server space. It has been worked on and there should be a noticeable improvement. A Tier 3 analyst from Blackboard is working on improving the network, and Information Services may recommend that the district hire analysts from Blackboard to determine what is best for this district's needs and our network system.

For future needs, the ATRC is recommending getting "hosted management" from Blackboard services. In other words, we currently have a Blackboard product but are using our server. If the the district used an off-site hosting system, there would be sufficient system space and staff available to provide 24-hour coverage. The cost will be approximately \$60 – 70,000 for the first year.

ADJOURNMENT: The meeting was adjourned at 3:33 p.m.

Respectfully submitted,

Pam McDonough, Secretary