



Minutes of the
MEETING OF THE FACULTY SENATE
October 6, 2014

APPROVED

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

ABSENT: Marty Furch, Teresa Laughlin, Diane Studinka

GUESTS: Adrian Gonzales, Kendyl Magnuson, Brian Stockert

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 Lawson, Kelber: Faculty Senate approval of the minutes of September 29, 2014, as amended. The motion carried.

Public Comments: There were no public comments.

Announcements: Sandra Andre reminded all of the 11th Annual Encuentros STEM Career Exploration & Education Conference on Saturday, October 18 from 8:00 a.m. – 2:30 p.m. on campus. The event is free of charge and provides an opportunity for students to explore a variety of career fields by learning how to prepare for STEM careers from area business professionals. Volunteers are needed. More information can be found at: <http://www2.palomar.edu/gearup/flyer.pdf>

Strategic Planning Council:

Greg Larson reported that members of the Strategic Planning Council were provided with copies of the Actionable Improvement Plan draft for the Accreditation report. The plan seeks ways to better communicate to members of the college the nature and significance of the dialogue that occurs at planning and council meetings – especially that which centers on the evaluation/planning cycles and the decisions this leads to. Plans will also be developed and implemented to increase awareness of diversity, fiscal issues, and staffing needs.

President Deegan/Vice President Cuaron:

Greg Larson and Jackie Martin focused on the hiring and application process in their recent meetings, particularly with 12 faculty positions being filled in the fall semester.

Palomar Faculty
Federation (PFF):

Shannon Lienhart announced that Tom Torlakson, the State Superintendent of Public Instruction, will be on campus on October 28, from 4:00 – 6:00 p.m. More information will be distributed on his visit soon.

Faculty Service Areas:

Greg Larson indicated that members of the Faculty Service Area Committee will continue their work on contacting department chairs for FSA information.

Instructional Planning
Council:

Jackie Martin reported that the Instructional Planning Council continues to discuss Program Review and Planning.

Academic Technology
Committee:

Lillian Payn stated that the Academic Technology Committee will meet on Thursday, October 9. The group is discussing and comparing instrumentation for digital information literacy. She also shared the following Blackboard report from September, 2014:
77,358 Blackboard enrollments 55.8% courses were available. There are 2,568 courses available in all, with 1,433 being made available this semester. The average enrollment per class is 30.1 students. There were approximately 4 million page views in September as well.

Committee
Appointments:

Motion 2

MSC O'Brien, McDonough: Faculty Senate approval of the following committee appointment:

Evaluation Appeals Committee (EAC)

(14-16) Three (3) faculty members and two alternates appointed by the Faculty Senate:

Sandra Andre/Design and Consumer Education
Bill Jahnel/Economics/History/Political Science
Rebecca Barr/Counseling
Daniel Finkenthal (Alternate)

The motion carried.

Motion 3

MSC Kelber, Fererro: Faculty Senate approval of the appointment of Rocco Versaci to serve on the Evaluation Appeals Committee (EAC) as an Alternate. The motion carried.

Curriculum:

The following Curriculum items were distributed to Senate members electronically:

Palomar College Curriculum Actions

Wednesday, October 1, 2014

**I. CONSENT CALENDAR
SECOND READING – ACTION**

There will be no separate discussion of these items unless a Curriculum Committee member or guest requests that a particular item be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be **routin**e and will be approved by **one motion**.

The following curriculum changes, pending appropriate approvals, will be effective **Fall 2015**:

A. Credit Course Changes

1. Course Number and Title: AB 50 Auto Body Repair I
Discipline: Auto Body (AB)
Course Included in the following programs:
A. Auto Chassis and Drive Lines, A.S./CA Degree Major
B. Auto Collision Repair, A.S./CA Degree Major
C. Mechanics-General, AS/CA Degree Major
Changed discipline from AT to AB, updated objective and critical thinking.
Steven L. Bertram

2. Course Number and Title: AB 55 Auto Refinishing I
Discipline: Auto Body (AB)
Course Included in the following programs:
A. Auto Collision Repair, A.S./CA Degree Major
Changed discipline from AT to AB, updated critical thinking.
Steven L. Bertram

3. Course Number and Title: AB 97 Auto Body Repair/Auto Refinishing Topics
Short Title: Auto Body Repair/Refinish Tpcs
Discipline: Auto Body (AB)
Course Included in the following programs:
A. Auto Collision Repair, A.S./CA Degree Major
Changed discipline from AT to AB, changed multiple enrollment allowance to No.
Steven L. Bertram

4. Course Number and Title: CI 89 Plumbing Codes
Discipline: Construction Inspection (CI)
Course Included in the following programs:
A. Construction Inspection, A.S./CA Degree Major
Increased unit value from 2.5 to 3 units and lecture hours from 2.5 to 3 hours, updated textbooks.
Mollie R. Smith

VII. INFORMATION

A. New Disciplines

1. DNCF – Folk Dance

B. Course Outline Reviews

The following courses have completed the course outline review process between September 13, 2014 and September 26, 2014 and are effective Fall 2015.

BUS 157 E-Commerce
CHDV 100 Child Growth and Development
MATH 205 Calculus with Analytic Geometry, Third Course
MATH 206 Calculus with Differential Equations

C. 2014-2015 Curriculum Activity Summary

Proposal Type	Current Agenda	2014-2015 Cumulative
New Courses	0	0
Course Changes	4	6
Course Reactivations	0	0
Course Deactivations	0	47
Course Reviews (9/13/2014 – 9/26/2014)	1	1
New Programs	0	1
Program Changes	0	0
Program Deactivations	0	1
Total Activity	5	56

*Details of all program and course proposals may be viewed at www.curricunet.com/palomar
Select "track" and "check status" to view programs and courses. Select the Pencil icon in order to navigate through the various pages of the proposal. Reports include "COR," "PR" or "WR," Course Outline of Record or Program Report. "CC" displays proposed changes for the course outline of record or program.*

Curriculum will be brought back for Faculty Senate ratification at next week's meeting.

Registration Dates
for Fall:

At last week's meeting, Senate members heard a presentation from Kendyl Magnuson with a proposal to move Fall registration to the end of the Spring term. That change is being brought forward to bring Palomar's registration timelines in-line with other colleges in California, as well as to provide faculty with a longer timeline to engage with students and offer support services.

As stated at last week's meeting, Senators expressed the need for a longer registration period. There is support for the plan as long as the registration period extends to the beginning of the next semester rather than ending two weeks prior to the start date.

Motion 4

MSC Martin, Ritt: Faculty Senate support of the proposal to move Fall registration dates to the end of the Spring term. The motion carried. 1 Nay: Lawson

STEM II Outreach
Coordinator:

Over the past few weeks, Senate members have been reviewing the announcement for the STEM II Outreach and Support Coordinators.

Motion 5

MSC O'Brien, Lawson: Faculty Senate approval of the distribution of the position announcement for the STEM II Outreach and Support Coordinators. The motion carried.

Faculty Oversight of
Grant Writing:

Senators discussed last year's creation 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 writing process.

Additional discussion followed and Senator opinions varied on whether that initial process should include the involvement of the Senate committee. Some felt that if it related to student success the Senate should be involved from the onset, while others felt that the tasks of the committee were to ensure that future costs were not automatically institutionalized without any advocacy position of what is contained in the actual grant. Some Senate members felt that the two issues could be related, with earlier review providing a better opportunity for the Faculty Senate to be informed of what may be proposed and why it's being proposed.

It was noted that if this change is to be made, the committee structure and its roles and responsibilities will have to be reviewed and re-written.

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

Policies & Procedures:

Greg Larson indicated that BP 5500, Standards of Student Conduct, includes a reference to the district's Academic Honest Policy, which needs to be reviewed and possibly updated. Larson asked that the Senate's Academic Standards & Practices committee meet and review the document and bring a report back to the Faculty Senate on November 3.

3SP Plan:

Over the past few weeks, Senate members have been reviewing and discussing the Student Success and Support Plan (3SP). Brian Stockert noted the changes made to the document since the Senate's last meeting, and discussion followed.

After Stockert noted that the district's allocation next year will be based on a combination of head-count and services provided, one Senator noted that in order to make that data available on an official level, faculty members will eventually have an additional responsibility to provide readable data because there is performance-based funding involved.

There was also discussion on the new positions proposed with the 3SP and the long-term projection on these positions. Stockert noted that funding for next year will be stable, but there are no long-term guarantees. Concern was again expressed with the costs of proposed hires and future funding needs. It was reiterated that some or all of the positions written in the document need to continue or cease based on whether those funds are provided to the district, and only after campus-wide shared governance discussions occur. A question and answer period followed. Stockert indicated that edits are likely and can occur throughout the year, and that there is a likelihood of unallocated funds needing to be spent before June. Discussion ensued.

Motion 6 MSC O'Brien, Towfiq: Faculty Senate support of the Student Success and Support Plan. The motion carried.

Student Equity Plan: Adrian Gonzales indicated that he would forward an updated final draft version of the Student Equity Plan to Senators for discussion at next week's meeting.

ADJOURNMENT: The meeting was adjourned at 3:26 p.m.

Respectfully submitted,

Jenny Fererro, Secretary