



Minutes of the  
MEETING OF THE FACULTY SENATE  
November 5, 2012

APPROVED

- PRESENT:** Melinda Carrillo, Haydn Davis, Ken Dodson, Katy French, Barb Kelber, Greg Larson, Teresa Laughlin, Jackie Martin, Pam McDonough, Christina Moore, Linda Morrow, Patrick O'Brien, Lillian Payn, Perry Snyder, Diane Studinka, Fari Towfiq
- ABSENT:**
- GUESTS:** Angel Jimenez, Wendy Nelson, John Tortarolo
- CALL TO ORDER:** The meeting was called to order by the President, Greg Larson, at 2:02 p.m., in Room SU-30.
- Approval of Minutes:**
- Motion 1** MSC Laughlin, Morrow: Faculty Senate approval of the minutes of October 29, 2012, as presented. The motion carried.
- Public Comments:** There were no public comments.
- Announcements:** Diane Studinka presented reports on the following committee/work group:
- Workforce & Community Development Work Group: The committee has not officially met this semester, but Studinka has met with members Dean Wilma Owens and Molly Smith because there have been questions regarding the direction in which Workforce & Community Development will take in the future due to the departure of the director. The district will make the decision on how to proceed.
- Student Services Planning Council: Studinka stated that the group continues their discussions on SPFFs and PRPs. An oversight workgroup has been developed to discuss the possible separation of the ASG from the Office of Student Affairs. Vice President Vernoy has appointed members of that group (P.J. DeMaris, Dan Dryden, Jayne Conway, and Angel Jiminez), who are expected to report early next year. Daniel Finkenthal, Sherry Titus and Vernoy will be resources for the group.
- Greg Larson reminded Senators that he will attend the Statewide Academic Senate's Fall Plenary this weekend.
- Agenda Changes:** With no objections, Senators agreed to suspend the agenda to discuss Information Items B & A, Confidentiality Agreement, and GE Assessment Report, Part 2, due to guests being present.
- Confidentiality Agreement:** John Tortarolo distributed revised copies of the Confidentiality Agreement. Tortarolo noted areas about which the Senate had earlier voiced concerns, and noted the

changes in language in this revised version.

Upon review of the document, Senators recommended some additional changes. Tortarolo stated that he would forward electronic copies to Senators for some final clarifications in the wording before the document is brought back for approval within the next few weeks.

GE Assessment  
Report, Part 2:

Copies of a draft of the [2011-12 General Education/Institutional Learning Outcomes](#) report were provided. Wendy Nelson provided data on the overhead and shared specific examples on some of the recommendations by the Learning Outcomes Council. A lengthy question and answer period followed.

There was concern voiced that the Council was recommending that in future assessments, faculty members who participate in the GE/ILO assessments will continue to be anonymous, without even the chair of a department knowing who from the department is involved in the assessment. Some questioned both the reason for and value of confidentiality and felt that the information should be available at the department level as it encourages communication among faculty within departments. Wendy Nelson indicated there was concern that faculty may not participate if unsure of the level of support they would receive from their departments. Katy French noted that the data was aggregated at a college-wide level rather than a department level, and random samplings are received based on students rather than course sections. It was noted by others, however, that on some level department representation did seem important as the report listed the disciplines represented in the assessment of each outcome. There was also concern voiced that keeping the names confidential worked against the coherence of departments. Katy French reminded Senators that the methodology was brought to the Senate for consideration and approval last year.

Senate members congratulated Nelson and French, as well as other members of the Learning Outcomes Council for their work and progress in this area.

Committee  
Appointments:

Motion 2

MSC Laughlin, Kelber: Faculty Senate ratification of granting Emeritus Status to the following faculty members:

**Jon Cnossen Jr.**, Professor, Health, Kinesiology & Recreational Management effective December 17, 2012. He has served Palomar College for 35 years from September 1, 1977, to December 16, 2012.

**Richard C. Feddersohn**, Professor, Trade & Industry effective December 15, 2012. He has served Palomar College for 27 years from September 3, 1985, to December 14, 2012.

**Luz E. Garzon**, Professor, Multicultural Studies Department/World Languages Department, effective May 18, 2013. She has served Palomar College for 39 years from September 4, 1974 to May 17, 2013.

The motion carried.

Curriculum: No Curriculum items were presented this week. The next meeting of the Curriculum Committee will be held on November 7.

2012-13 Faculty Senate Goals: Senators were provided with copies of the 2012-13 Faculty Senate Goals based on recommendations received at last week's meeting:



**GOALS FOR 2012-13**

GOAL		IN PROGRESS	ON HOLD	ACCOMPLISHED	RESPONSIBLE PARTIES
1	Develop a process for administrative retreat rights.				
2	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.				
3	Help oversee the end of repeatability of courses due to Title 5 regulations while helping departments maintain the quality and integrity of their programs.				
4	Actively participate in the college's development of an Enrollment Management Plan while helping departments maintain the quality and integrity of their programs.				

**ONGOING RESPONSIBILITIES**

1	<p>Maintain oversight and reporting relationships in the following areas:</p> <ul style="list-style-type: none"> <li>a. Basic Skills/Title V HSI Committee</li> <li>b. GRAD (Goals, Responsibility, Attitude, Determination)</li> <li>c. Academic Technology Committee</li> <li>d. Workforce and Community Development Advisory Group</li> <li>e. Academic Technology Resources Center</li> <li>f. STEM Grants 1 &amp; 2 Committees</li> <li>g. Learning Outcomes Council</li> <li>h. Tenure &amp; Evaluations Review Board</li> <li>i. Curriculum Committee</li> </ul>
---	---

2	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.
3	Review proposed guidelines related to the academic and professional elements of online courses and instruction.
4	Monitor and evaluate the implementation of the Palomar Outcomes Database/TracDat data-collection system in Student Learning Outcomes Assessment.
5	Encourage faculty to continue to actively participate in the SLOAC.
6	Actively participate in the process of maintaining accreditation status.
7	Actively Participate in the revision of Palomar College Governing Board Policies and Procedures.
8	Guide and approve the development of Transfer AA/AS Degrees.
9	Influence the college's review, discussion, and implementation of proposed changes in a. system-wide policies for The California Community Colleges b. State legislation
10	Maintain a collaborative relationship between the Faculty Senate and the Palomar Faculty Federation.

Motion 2

MSC McDonough, Morrow: Faculty Senate approval of the 2012-13 Faculty Senate Goals. The motion carried.

Student Success  
Bill 1456 &

Recommendations:

At last week's meeting, Haydn Davis distributed a handout of Student Success Bill 1456 & Recommendations, with emphasis on the 8 recommendations that are currently being addressed. Davis stated that Lynda Halttunen, recently hired on as a consultant after her retirement, is an excellent resource in the Student Service and Matriculation areas. Senators asked that she be invited to an upcoming meeting to provide an update on what is occurring in those areas.

Policies & Procedures:

Barb Kelber reported that she, Greg Larson, and Perry Snyder attended the Policies & Procedures meeting on Friday, November 2, and the suggestions made by the Senate on the Discrimination & Harassment policy were shared. The Academic Freedom policy was also approved and will go forward to the members of the Strategic Planning Council. As recommended by the Senate, a suggestion was made that AP 3430 Prohibition of Harassment be made more concise, with an emphasis on the language directly drawn from Ed Code. The policy on AP 3435, Discrimination and Harassment Investigations Training, is going to the PFF for further research. The Senate will be reviewing several policies and procedures in the near future, including the Recruitment & Hiring Policy, which the Senate reviewed last semester. Several of the Senate's recommended changes have yet to be included in the amended document. Widespread input is needed from all

faculty, and perhaps a forum or other venue could be held to allow for widespread discussion.

Members of the Policies & Procedures Task Force will meet again in two weeks.

ADJOURNMENT: The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Pam McDonough, Secretary