



Minutes of the  
MEETING OF THE FACULTY SENATE  
December 3, 2012

APPROVED

- PRESENT:** Melinda Carrillo, 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, Fari Towfiq
- ABSENT:** Haydn Davis, Diane Studinka
- GUESTS:** Angel Jimenez, Wendy Nelson
- 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 Snyder, Morrow: Faculty Senate approval of the minutes of November 26, 2012, as presented. The motion carried.
- Public Comments:** There were no public comments.
- Announcements:** Greg Larson reminded Senate members that he is currently scheduled to serve on Federal Jury Duty beginning on January 7, 2013. It is a month-long commitment, and he stated that he would keep everyone up-to-date on his status.
- Committee Appointments:** Senators were provided with a letter of interest from Wendy Metzger for the position of Title 5 HSI STEM II Basic Skills Grant Math Curriculum Specialist.
- Motion 2** MSC Towfiq, Laughlin: Faculty Senate confirmation of the appointment of Wendy Metzger to the position of Title 5 HSI STEM II Basic Skills Grant Math Curriculum Specialist. The motion carried.
- Motion 3** MSC O'Brien, Towfiq: Faculty Senate approval of the following committee appointments:
- NCHEA Committee  
Judy Wilson, Psychology
- Tenure & Evaluations Review Board  
*Mathematics*  
Susan Snow, Mathematics (2012-14)
- The motion carried.

- Curriculum: The next meeting of the Curriculum Committee will be held on December 5, 2012.
- Greg Larson reminded Senators that a short Faculty Senate meeting would be held next Monday to ratify Curriculum items.
- GE Assessment  
Measurement Tools: Wendy Nelson provided copies of drafts for assessing Oral Communications and Critical Thinking, both of which will be assessed in the spring semester. She noted that last spring, Critical and Creative Thinking were assessed together, with one rubric that tried to account for both kinds of thinking. Because of the results of that assessment, the Learning Outcomes Council reconsidered whether it might be best to focus only on Critical Thinking in the next round of assessments and decided to do so. Nelson reported that a group of faculty members drawn from different disciplines has been working on the rubric for Critical Thinking.
- Nelson reminded the Faculty Senate that this spring, faculty members will be randomly chosen to participate in both the Critical Thinking and the Oral Communications assessments. In the spring, for each assessment, 20 classes will be assessed. The Learning Outcomes Council will randomly select faculty who teach classes mapped to either the Critical Thinking or the Oral Communications GE/ILOS (General Education/Institutional Learning Outcomes) to participate in the assessment. Faculty who are contacted can choose whether or not they wish to participate; those who choose to assess their class will receive a small stipend.
- A question and answer period followed. Nelson noted that information, including the rubrics, will be distributed to all faculty members prior to the end of the semester for an opportunity for faculty to provide feedback before spring's assessments.
- Accreditation: Wendy Nelson reminded Senators of the Accreditation requirements that the district complete a *College Status Report on Student Learning Outcomes Implementation* for the Accreditation Commission for Community and Junior Colleges (ACCJC) by March of 2013. Colleges need to submit a brief narrative analysis and quantitative and qualitative evidence demonstrating the status of Student Learning Outcome (SLO) implementation.
- Nelson distributed copies of a draft template currently being completed by members of the Learning Outcomes Council. Discussion followed on the document, and clarification was provided on several issues relating to the process. Nelson added that members of the Accreditation Committee will be reviewing the document at their December 6<sup>th</sup> meeting. The document will be brought back to the Senate for review before its final submission.
- Policies & Procedures: Following up on discussions at last week's Senate meeting regarding the Prohibition of Harassment Policy and the related policy on Investigation and Training that was forwarded to the Palomar Faculty Federation (PFF) for negotiation, Teresa Laughlin reported that members of the PFF board will attend a Senate meeting early in the spring semester to provide an update.
- Barb Kelber reported that members of the Policies & Procedures will meet again on Friday, December 7, and it is expected that those documents will be placed on hold again until the PFF completes its review of them.

Kelber also stated that she and Greg Larson met with Vice President Tortarolo earlier in the day to discuss the Recruitment and Hiring Policy and felt they had a productive meeting.

ASG: Angel Jimenez reported that members of the ASG and Inter Club Council will hold their last meeting of the semester this week.

Several ASG members have made commitments to public service over the winter break, and will be volunteering at soup kitchens and senior living facilities.

Jimenez noted that the ASG Agenda is now publicized through eServices and distributed to the campus community in hopes of creating awareness and increased student participation.

On behalf of the ASG, Jimenez also expressed her gratitude to Barb Kelber for her recent attendance at the ASG meeting and including them in the process of providing input on the Student Evaluations Forms.

Strategic Planning  
Council:

Greg Larson reported that members of the Strategic Planning Council have completed their review of the SPFF requests and due to a shift in Strategic Planning Funding requests being diverted to other areas, all funding requests were granted this semester.

Governing Board:

Greg Larson indicated that members of the Governing Board have held several discussions on the proposal to build the Child Development Center at the base of the "P" hill across from parking lot 12. There have been some concerns with the architectural plan due to the lack of parking in the area.

Larson added that new board members will be sworn in at the next board meeting. The Trustees are Nancy Chadwick, Mark Evilsizer, John Halcone, Nancy Ann Hensch, and Paul McNamara.

President Deegan:

Greg Larson stated that he and Jackie Martin met with President Deegan last week. Discussion included the summer school schedule, which will remain similar to last year. The addition of any sections will be determined after the spring semester.

Larson noted that in addition to the twelve new faculty positions that have already been announced, the district will also add an additional four positions to be sure Palomar meets state requirements.

He added that they also discussed Enrollment Priorities. One concern voiced was for students who have a high likelihood of succeeding at Palomar but do not fall into a special category (such as being a DRC student or being a Veteran) are not given enrollment priority. Especially with an increased focus on particular ideas of student success, for example students transferring to four-year colleges, it seems a contradiction that many students who have a high chance of such success may have their chances curtailed due to lack of enrollment priority. That discussion will continue at their next meeting in two weeks.

Other:

Christina Moore stated that Palomar College and MEChA (Movimiento Estudiantil Chicano de Aztlán) have the event "Noche de Cultura" scheduled for this Friday. All who

attend are asked to bring a wrapped gift for a child in need. Free food and music will be offered to those who attend.

Palomar Faculty  
Federation:

Christina Moore reported that she and Shannon Lienhart attended the CFT Regional Conference this past weekend in Oakland. Brice Harris, the new Community College Chancellor, provided an opportunity for a lengthy question-and-answer period for all who attended. She noted that Palomar was specifically named for its outstanding online training program.

Teresa Laughlin added that members of the negotiations team met with President Deegan in hopes of working together in a collegial fashion. With the passage of Proposition 30 and the recent changes in the Governing Board, there are hopes for improved communications. She added that a Negotiations Update would be distributed soon.

Student Services  
Planning Council:

Reporting on the recent meeting of the Student Services Planning Council, Christina Moore stated that the group continues its review of Program Review and Planning (PRP) documents.

Budget Committee:

Greg Larson indicated that Vice President Perez will meet with legal counsel on December 19. This meeting will help shed light on the amount of available RDA funding.

Instructional Planning  
Council:

Greg Larson stated that members of the Instructional Planning Council have primarily focused on the Enrollment Management document this semester.

Academic Technology  
Committee:

Lillian Payn provided the following Academic Technology Committee report:

Report: Senate December 3, 2012  
Academic Technology Committee Meeting

1. ATC meeting regularly. 16 committee members on the roster.
2. Work groups set up and members and continue to work their plan.
3. September SAO report User stats Nov 30:

26758 students enrolled at Palomar  
15649 student accounts/BB  
72048 total enrollments (average of 4 accounts per enrolled student) 58.5% active

1248 courses available in BB  
2296 courses offered total  
54.4% adoption rate

Payn added that she would be attending other meetings next week, one with District Educators, and one at Grossmont College for a major meeting of the Southern Regions District Education Coordinators from the colleges in the southern area.

Tenure & Evaluations  
Review Board:

Barb Kelber stated that the Tenure & Evaluations Review Board (TERB) continues its work on revising and updating Article 17.

The group is also working on the Student Evaluations Form and has heard input from members of the ASG. That, as well as Article 17, will be brought back to the Senate in the spring semester.

Article 20, which includes the Preferred List for Part-Time, has been negotiated and settled. No major changes were made in relation to evaluations. Members of TERB will now work on protocols for the evaluation of faculty members following shared lateral transfer (shared 50/50 position).

In closing, Kelber stated that Online Evaluations increased this semester and are back up to 50%. The TERB office continues to work toward the goal of a much higher participation rate in online evaluations.

ADJOURNMENT: The meeting was adjourned at 3:11 p.m.

Respectfully submitted,

Pam McDonough, Secretary