



Minutes of the  
MEETING OF THE FACULTY SENATE  
December 5, 2011

APPROVED

PRESENT: Bruce Bishop, Monika Brannick, Melinda Carrillo, Haydn Davis, Jenny Fererro, Katy French, Marty Furch, Lori Graham, Barb Kelber, Greg Larson, Teresa Laughlin, Christina Moore, Linda Morrow, Pam McDonough, Patrick O'Brien, Wendy Nelson, Lillian Payn, Perry Snyder, Diane Studinka, Fari Towfiq

ABSENT: Jackie Martin-Klement

GUESTS: Armando Telles, ASG

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

Approval of Minutes:

Motion 1 MSC Morrow, Furch: Faculty Senate approval of the minutes of November 28, 2011, as amended. The motion carried.

Public Comments: There were no public comments.

Announcements: Lori Graham commented on an article recently featured in the San Diego Business Journal regarding UCSD Chancellor Mary Anne Fox being appointed to a seat on the board of Bridgepoint Education. She also sits on the board of trustees for Dartmouth College and was previously on the board of trustees of the University of Notre Dame. Bridgepoint Education said that as a board member, Fox will receive an annual retainer of \$30,000, as well as stock option awards under the company stock incentive plan. Based in the Carmel Mountain Ranch area of San Diego, Bridgepoint provides online education through two colleges – Ashford University and the University of the Rockies. Some may question whether it is a conflict of interest for the UCSD Chancellor to serve in this capacity.

Senators discussed the possibility of holding a Special Meeting next Monday to appoint the Service Learning Coordinator. After brief discussion, a proposal was made to bring forward a motion to direct the Senate President to approve the appointment if only one candidate expresses interest. If letters of interest are received by two or more faculty members, the Special Meeting will be held next Monday at 2:00 p.m.

Committee  
Appointments:

Motion 2 MSC O'Brien, Laughlin: Faculty Senate approval of the following committee appointments:

Curriculum Committee  
(11-14) Arts, Media, Business & Computer Science  
Lorraine Peterson/Business Administration

Strategic Planning Council  
(10-12) faculty member  
Theresa Hogan Egkan/Student Services

The motion carried.

Motion 3 MSC Laughlin, Ferrero: The Faculty Senate gives authority to the Faculty Senate President to appoint an individual to the position of Service Learning Coordinator should there be only a single candidate. The motion carried.

Monika Brannick noted that if additional letters of interest are received, an agenda will be distributed to all Senators on Friday to provide notification of a Special Meeting to be held on Monday afternoon.

Curriculum: There were no Curriculum items. The next meeting of the Curriculum Committee will be held on December 7.

POET: Module 2  
and Validation  
Process:

At last week's meeting, Lillian Payn shared information with Senators concerning the three-pronged approach to participating in the POET (Palomar Online Education Training) series in order to "validate" their on-line course. Payn added that there is a new view available for Senators with all four modules titled, "POET Senate View." Minor changes are still being made to the modules as input is received from colleagues who have sampled it.

Motion 4 MSC Furch, Towfiq: Faculty Senate approval of the Palomar Online Education Training (POET) Module 2 for Professional Development training in the Spring semester. The motion carried.

Payn asked for follow up on posting online Service Announcements in eServices. Senators expressed their support for this.

Payn also requested that the Senate discuss the issue of Blackboard log-ons for Department Chairs and Academic Technology Committee members to review online classes. Members of the Academic Technology are asking the Senate to discuss the issue to facilitate a review of online courses. This issue will be discussed in the Spring semester. Barb Kelber added that members of the Tenure & Evaluations Review Board (TERB) have expressed the need to maintain the distinction between *evaluation* of instructors and *validation* of courses.

Call for STEM II  
Coordinators:

At last week's meeting, Senators approved the Governance Structure for the Title V HSI STEM II Coordinator positions. There was discussion concerning the coordinator positions and the need for assigned time for those positions to be negotiated, as well as the preference to have faculty appointed to those positions prior to the Spring semester so that arrangements can be made in scheduling classes.

Senators discussed the possibility of distributing an announcement immediately to fill the positions prior to the end of the semester with a notation on the announcement that the release time would be determined later. Teresa Laughlin noted that the district has been given the request by the Palomar Faculty Federation (PFF) for the positions and it is hoped that a response will be received by December 14.

Additional discussion occurred on the time frame for distribution of the announcement as well as when the Senate would make those appointments. Opinions varied on whether a short turn-around on the announcement and appointments at next Monday's meeting would be an option, or whether the appointments should be made at the first meeting in the Spring semester.

Motion 5

MSF O'Brien, Furch: The Faculty Senate directs its President to distribute a letter to all fulltime faculty members to fill the Title V HSI STEM II Coordinator positions with a notation that release time for the positions will be negotiated. The motion failed.

Senate members agreed that the call will go out in January and those appointed to the positions could be paid hourly at the onset and then begin utilizing release time in the fall semester after the negotiations process is complete.

SLO Summary  
Reports:

Marty Furch shared an update of the SLOAC Report Courses and Programs as of December 1, 2011:

SLOAC Report Courses and Programs  
December 1, 2011

<b>Report <i>December 1</i></b>	<b>Count</b>	<b>Total Percentage</b>	<b>Report Name in POD</b>
Total Course Count	1628*	-----	<i>Course Summary Plan 11</i>
Courses with SLOs	1521	93%	<i>Courses without SLOs</i>
Course SLOs with assessment Methods (i.e. incomplete or Missing assessment plan)	1484	91%	<i>Courses without Assessment Methods</i>
Course SLOs with assessment results	494	30%	<i>Course SLOS without Results</i>
<b>Programs:</b>			
Total Program Count	207**	-----	<i>Program SLO Summary</i>
Programs with SLOs	142	69%	<i>Programs without SLOs</i>
Programs with assessment results	48	23%	<i>Programs without Assessment Results</i>

\*Includes non-credit courses

\*\*Includes N ABED

Brief discussion occurred on the data and Furch provided additional information on how information is calculated.

Student Success  
Task Force Draft  
Recommendations:

Senators were provided with an electronic copy of the recent version of the Student Services Task Force Draft Recommendations. Members of the Student Success Task Force (SSTF) will meet on December 9 to further discuss the recommendations and make revisions. Brannick reported on some of the amendments in the document, including the removal of the consolidation of categorical funds, the removal of a requirement for students who take a course outside of their Ed Plan to pay full tuition, and the removal of the alternative funding model for basic skills. There is also a proposal to allow the Chancellor's Office the authority to develop alternative funding allocations for educators who are innovative in the development of basic skills offerings. Changes were also made concerning wording relating to Professional Development and splitting up the Basic Skills recommendations.

The revised draft is expected to be finalized later this month and it will be forwarded to the Board of Governors in January.

Accreditation:

Monika Brannick reported that the recent edition of the ACCJC newsletter can be found at <http://www.accjc.org/newsletter>. She noted that there is now a European Higher Education Act, which includes 47 countries adopting the uniform qualifications for degrees.

She also reported that the Evaluation Team will examine Institutional Summary Data on Course Completion Rates, Licensure Pass Rates, and Job Placement Rates (where available), and examine Program/Certificate completion data and graduation data provided by the college.

Policies & Procedures:

Copies of AP 4030, and BP 4030, Academic Freedom, (Appendixes A & B) were distributed. Monika Brannick noted several of the recommended changes. Senators reviewed and discussed the documents and some additional amendments were made.

These documents will be forwarded to the Policies & Procedures Task Force.

Administrative  
Retreat Rights:

Bruce Bishop reported that members of the Academic Standards & Practices Committee (AS&PC) have reviewed the district's Administrative Retreat Rights at the direction of the Faculty Senate. The district's procedure, dated March of 1992, echoes Ed Code. Ed Code language states that the Governing Board will work with the Faculty Senate in order to create acceptable procedures for verifying or assuring that administrators who retreat to faculty positions do so demonstrating competence. It directs that the Governing Board will rely primarily on the advice of the Faculty Senate in creating those policies.

After reviewing other district's policies on the issue, most utilize similar wording that any administrator who was promoted to an administrative position from a tenured faculty position has unfettered access to retreat back to that same faculty position.

The issue concerns those administrators who were hired as such rather than initially hired to positions as tenured faculty members and promoted to administrators. The current process states that they can retreat to a faculty position as long as Faculty Service Areas are met for that department and a position can be created for them without replacing a current full-time faculty member.

The AS&PC committee is researching procedures from other colleges for creating hiring committees concerning how administrators retreat to faculty positions if they were not originally full-time faculty members. These procedures would involve whether a teaching demonstration and letters of recommendation would be required. The candidate would need to be recommended by the committee utilizing a “top-three” paradigm, meaning that the committee would only approve an individual’s hiring if they meet the requirements of a top-three candidate for the full-time faculty position. If the administrators do not meet the requirements of a top-three candidate and the position as an administrator is no longer an option, there would be no Administrative Retreat Rights in that case and no position would be available.

Brief discussion followed and various possible scenarios were discussed. Due to the lateness in the day, this issue will be brought back for further discussion next semester.

ADJOURNMENT: The meeting was adjourned at 3:36 p.m.

Respectfully submitted,

Melinda Carrillo, Secretary

APPENDIX A

**Palomar Community College District Procedure**

**CCLC No. 4030**

**Instructional Services**  
**DRAFT as of 11/28/06**

**AP 4030 ACADEMIC FREEDOM**

**References:**

Title 5 Section 51023;  
Accreditation Standard II.A.7

~~*Note: This procedure is optional as long as there is a Board Policy in place which complies with Title 5 and the accreditation standard. Local practice may be inserted here to implement the Board Policy, if necessary.*~~

~~❖ From current Palomar AP 300 titled Academic Freedom~~

Palomar College considers academic freedom defined by its attendant rights and responsibilities as a vital, primary force in the achievement of the aims and objectives of the institution.

**See also BP 4030 and Article 3 of the Faculty Collective Bargaining Agreement**

Academic freedom involves inherently the following rights and responsibilities:

- ~~• To research to the limit of competence and training the assigned teaching area and its references.~~
- ~~• To survey, probe, and question the relation of humans to their environment within the guidelines of research techniques and intelligent discussion.~~
- ~~• To question and challenge, without fear of censorship or discipline, those actions originating from within the institution which seriously affect the total academic environment.~~
- ~~• To introduce within the assigned teaching area controversial concepts, issues, and systems, subjecting these ideas to the test of objective reasoning.~~
- ~~• To create an unhampered and clear intellectual atmosphere, democratically maintained, encouraged, and supported by students, staff, administration, and members of the Governing Board.~~
- ~~• To associate with those individuals or groups of one's choice without fear of censorship or discipline, unless such association is forbidden by law.~~

~~At no time will the inherent right of the staff to use any of the normal channels of campus communication be abridged, nor will individual staff members be singled out for special prior censorship of their use of such channels of communication. It is understood that staff members exercising this right will accept responsibility for both the substance and the manner of their messages.~~

~~College or university teachers are citizens, members of a learned profession, and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As persons of learning and educational officers, they should remember that the public may judge their profession and their institution by their utterances. Therefore, they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not institutional spokespersons.~~

Office of Primary Responsibility: Instructional Services and Faculty Senate

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**NOTE:** This procedure is **suggested as good practice**. The language in **red ink** is recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The information in **blue ink** is additional language to consider including in this procedure. The language in black ink is current Palomar Procedure 300 titled Academic Freedom with no date.

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**Date Approved:**

*(Replaces current Palomar Procedure 300)*

APPENDIX B

**INSTRUCTIONAL SERVICES**

**BP 4030      ACADEMIC FREEDOM**

**References:**

Title 5 Section 51023;  
Accreditation Standard II.A.7

**Faculty members of Palomar College shall conduct the** instructional Program at ~~Palomar College shall be conducted~~ in accordance with principles of academic freedom of inquiry. ~~The educational program must encourage freedom of expression and freedom of inquiry within the framework of~~ **rights and** responsibility**ies**.

Palomar College considers academic freedom, defined by its attendant rights and responsibilities, as a vital, primary force in the achievement of the aims and objectives of the institution. Academic freedom **inherently** involves ~~inherently~~ the following rights and responsibilities:

- To research to the limit of competence and training, the assigned teaching area and its references
- ~~To survey, probe, and question the relationship of humans to their environment within the guidelines of research techniques and intelligent discussion~~
- To question and challenge, without fear of censorship or discipline, those actions originating from within the institution which seriously affect the total academic environment
- To introduce, within the assigned teaching area, controversial concepts, issues, and systems, subjecting these ideas to the test of **reasoned inquiry** ~~objective reasoning~~
- To create an ~~unhampered~~ **free** and clear intellectual atmosphere democratically maintained, encouraged, and supported by students, staff, administration, and members of the Governing Board
- To associate with those individuals or groups of one's choice without fear of censorship or discipline, unless such association is forbidden by law
- **To speak or write publicly, free of prior censorship or subsequent discipline by the College or District, as a citizen on matters of public concern**

- **To make reasonable efforts to be accurate in public statements about college and District matters, and to indicate that they write or speak as public citizens and not as spokespersons of the institution**

At no time will the inherent right of **staff faculty members** to use any of the normal channels of campus communication be abridged, nor will individual **staff faculty** members be singled out for special prior censorship of their use of such channels of communication. It is understood that **staff faculty** members exercising this right will accept responsibility for both the substance and the manner of their messages. **In compliance with these principles requirements, the College encourages faculty, staff, and student involvement with others in support of candidates for offices or in the furtherance of other political activities.**

~~The college or university teacher is a citizen, a member of a learned profession, and an officer of an educational institution. When he/she speaks or writes as a citizen, he/she should be free from institutional censorship or discipline, but his/her special position in the community imposes special obligations. As a person of learning and an educational officer, he/she should remember that the public may judge his/her profession and institution by his/her utterances. Therefore, she/she should at all times be accurate, show respect for the opinions of others, and make every effort to indicate that she/she is not an institutional spokesperson.~~

**In summary,** Palomar College encourages freedom of expression and the free flow and exchange of information and ideas. The College seeks to protect academic freedom and supports free and unfettered scholarly inquiry. ~~In compliance with these **principles requirements, the College encourages faculty, staff, and student involvement with others in support of candidates for offices or in the furtherance of other political activities.**~~

Also see BP/AP 7370 titled Use of District Resources for Political Activity and BP 2716 titled Political Activity **and Article 3 of the Faculty Collective Bargaining Agreement.**