

Minutes of the
MEETING OF THE FACULTY SENATE
March 2, 2009

APPROVED

PRESENT: Bruce Bishop, Monika Brannick, Valerie Chau, Ralph Ferges, Katy French, Marty Furch, Brent Gowen, Lawrence Hahn, Richard Hishmeh, Stan Levy, Jackie Martin-Klement, Linda Morrow, Sue Norton, Patrick O'Brien, Kathleen Sheahan, Diane Studinka, Fari Towfiq, Judy Wilson

ABSENT:

GUESTS: Claudia Duran, Pam Grasso, Gary Sosa, Richard Talmo, Sherry Titus

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 Gowen, Chau: Faculty Senate approval of the minutes of February 23, 2009, as amended. The motion carried.

Public Comments:

Announcements: Monika Brannick announced that the Accreditation Team has asked to meet with the Faculty Senate on Tuesday, March 10, from 1:00 – 2:00 p.m. Senate members whose schedule permit should attend.

Monika Brannick announced that Palomar College's Committee to Combat Hate will host an "Imagine Equality" event on Thursday, March 5, 2009, from 5:00 – 7:00 p.m. in the Student Union.

This event is being held to rally support for overturning Proposition 8. On March 5, the California Supreme Court will hear the first oral arguments for the case to overturn Prop 8. Opponents have already made threats to remove judges who vote to repeal this undeniably discriminatory proposition.

Motion 2 MSC Gowen, Towfiq: To suspend the agenda to address agenda item K, Learning Outcomes Council/Basic Skills. The motion carried.

Learning Outcomes
Council/Basic Skills:

Gary Sosa updated Senate members on the progress of the BSI/HSI Committee. Professional Development Learning Communities Workshops continue to be held, and they have been well attended by faculty members who will be teaching in the Learning Communities in the fall semester.

An Apple computer workshop on "Student Generated Content" was held in February, showcasing various ways to integrate student video productions into classes and to disseminate these productions in Youtube and other video formats.

Members of the committee continue to attend conferences, and Sosa provided a brief report on his recent attendance at the National Association of Developmental Education (NADE) Conference, which focused on assisting adult learners with educational skills.

Progress on the Teaching/Learning Center at the Escondido Center is ongoing. Construction is currently out-to-bid, and the project is running approximately a month behind schedule. Sosa anticipates that the TLC will be open in the fall semester, providing assistance in Math, Reading, English, ESL, and other subjects to be determined.

Motion 3 MSC Gowen, Chau: To resume the agenda. The motion carried.

Motion 4 MSC Gowen, Chau: To suspend the agenda to discuss Information item C, Excellence in Teaching Mini-Grants. The motion carried.

Excellence in Teaching
 Mini Grants:

Pam Grasso and Richard Talmo provided information on Excellence in Teaching Mini-Grants, with reference to the application form, which follows:

The Palomar College Foundation is pleased to announce the Excellence in Teaching mini-grant program. The purpose is to promote and support excellence in teaching by improving instruction and supporting faculty members' professional development as it relates to the mission and goals of Palomar College.

Any faculty member is invited to compete for mini-grants. A mini-grant up to \$1,000 is available. Only one mini-grant per calendar year can be awarded to any faculty member. Members of the Foundation's Grant Review Committee will evaluate the proposals and submit the recommended applications to the full Foundation Board for final approval.

Project proposals will be judged on the following criteria:

- The project/activity aligns itself with the mission, values and strategic goals of student success and teaching excellence.
- The project/activity promotes excellence in teaching and learning via activities related to the personal, instructional, or institutional components of professional development.
- The proposal includes evidence of instructional benefit and application for students and/or support of the professional development of faculty.
- The proposal includes a brief itemized budget outlining the use of the requested monies.
- The proposal includes a plan for reporting the results of the project to the Faculty Senate, as well as the Foundation Board (Example: a synopsis report to be presented to the Foundation Board, as well as a brief presentation to faculty, staff, and/or administrators during a scheduled faculty meeting or in-service day).

For additional information, contact Pam Grasso at ext. 2732 or pgrasso@palomar.edu

MINI-GRANT APPLICATION DEADLINES for 2009

Application Deadline	Grant Review Committee meets	Expected final resolution made by Foundation Board	Funding available
Feb 27, 2009	Early Mar	Mar 19, 2009	Mar 26, 2009
May 1, 2009	Early May	May 21, 2009	May 28, 2009
Aug 31, 2009	Early Sep	Sep 17, 2009	Sep 24, 2009
Oct 30, 2009	Early Nov	Nov 19, 2009	Nov 25, 2009

A question and answer period followed, and some minor amendments were recommended to the Grant Application Form.

Additionally, Richard Talmo reported that the Foundation will be making a gift of up to \$100,000, over a three-year period, to the Annual Implementation Plan. He added that the gift will be discussed at an upcoming Strategic Planning Council meeting.

Motion 5 MSC Gowen, Towfiq: To resume the agenda. The motion carried.

Committee
Appointments:

Motion 6 MSC Chau, Gowen: Faculty Senate approval of the following committee appointments:

Education and Facilities Master Plan 2022 Update Task Force
(08-11) Marlene Forney – Library Department, Social & Behavioral Sciences Division
(08-11) Lawrence Lawson – ESL/Languages and Literature

Curriculum Committee
(08-11) Social and Behavioral Sciences
Linda Rose Locklear – American Indian Studies

The motion carried.

Motion 7 MSC Levy, Gowen: Faculty Senate approval of the following Peer Review Committee appointment:

Patriceann Mead, Chair for Molly Faulkner

The motion carried.

Faculty Senate
Elections:

Stan Levy reported that an announcement for upcoming Faculty Senate vacancies was distributed earlier in the day. The deadline for submitting nominations is Monday, March 16.

Curriculum: Copies of Curriculum Committee items were provided at last week's meeting.

Providing clarification on a discussion held at last week's meeting regarding the addition of MATH 60 as a prerequisite for ECON 101 and ECON 102, Monika Brannick indicated that the change is in-line with the CSU system, which is also requiring MATH 60 as a prerequisite for these courses.

Motion 8 MSC O'Brien, Gowen: Faculty Senate ratification of the Curriculum Committee items dated February 18, 2009. The motion carried.

Motion 9 MSC Levy, Bishop: Faculty Senate approval of the Governance Structure Group Request change, submitted by the Curriculum Committee, to add the Learning Outcomes Faculty Co-Chair as a standing member of the committee. The motion carried.

Academic Standards
& Practices Committee:

At last week's meeting, Academic Standards and Practices Committee Chair, Bruce Bishop, provided copies of a draft created by the committee, titled, "Consequences for

Violation of College Academic Honesty Guidelines.” At that meeting, Senators reviewed the recommendations included in the document and suggested minor changes.

This week, Senate members continued this discussion, and one Senate member suggested that the committee consider following the format of the district’s current Grade Dispute Policy, pointing up that one of the strengths of the Grade Dispute Policy is that it requires conflicts to be initially addressed at the department level before entering more formal proceedings.

Director of Student Affairs, Sherry Titus, expressed concern that the policy conflicts with the legal opinion issued by the Chancellor’s Office on Academic Honesty issues, which advises that failing students in a course for isolated instances of cheating is not permissible, unless the weight of the assignment on which the student cheated and failed was great enough to bring the student’s overall grade below passing.

Bruce Bishop noted that the legal opinion of the Chancellor’s Office is its *interpretation* of Ed Code, not the law. He indicated that what the committee found in the Chancellor’s opinion is that if an instructor fails a student for an isolated incidence of academic dishonesty, and the student denies wrongdoing, due process must be assured. Thus, so long as students have access to a due process procedure, instructors should retain autonomy in their decision to assign a failing grade for isolated incidences of cheating.

Lengthy discussion followed, and some Senators expressed concern with the differing perceptions of the Chancellor’s Office’s legal opinion as articulated by Titus and Bishop. Given the distinct ramifications of abiding either of these perceptions, the Senate needs to clearly determine the legal authority of the legal opinion of the Chancellor’s Office on this issue.

Members of the Academic Standards and Practices Committee will continue to discuss this issue, and Bruce Bishop asked Sherry Titus to attend their next meeting to provide additional input.

Bishop also provided copies of a draft document from the committee on Administrative Retreat Rights. He outlined the committee’s recommendations, and a brief discussion followed. This item will be brought back for Senate discussion and/or action at next week’s meeting.

Motion 10 MSC Gowen, Chau: To extend the meeting until 3:35 p.m. The motion carried.

Service Pins: At last week’s meeting, Senators discussed action taken by the Faculty Senate in 2008 to support the distribution of service pins to part-time faculty members. Unfortunately, due to severe budget constraints facing the district, the practice of distributing service pins to all faculty and staff has become a point of concern.

Motion 11 MSF Bishop, O’Brien: Due to budget constraints facing the Palomar district, the Faculty Senate recommends that the practice of distributing service pins to part-time faculty be suspended for this year. The motion failed.

Senate members discussed options other than excluding one employee group.

Motion 12 MSC Bishop, Chau: The Faculty Senate supports the distribution of service pins to part-time faculty members and recommends soliciting the Palomar College Foundation to cover the cost of all service pins for the 2009 academic year. The motion carried.

Matriculation &
Transfer Committee:

Members of the English department have expressed concern about the lack of fulltime faculty representation on the Matriculation and Transfer Committee. While the English department recognizes and appreciates those part-time faculty members who wish to participate, it feels that the named positions from Math, ESL, Reading, Counseling, and English, should be fulltime faculty members to ensure continuity and currency within those departments.

Motion 13

MSC Chau, Gowen: The Faculty Senate recommends that the named positions for fulltime instructors on the Matriculation and Transfer Committee remain in place, and that two part-time faculty member positions be added. The motion carried.

Homepage Class
Cancellation Link:

At last week's meeting, Associated Student Government President, Robert Frederick, shared an ASG resolution to post a link on the Palomar College homepage to notify students of single class meeting cancellations. Senators found the resolution laudable, particularly as it benefits students who commute long distances and use public transportation.

Motion 14

MSC Morrow, Furch: The Faculty Senate endorses the creation of a link on the Palomar College homepage to provide notification to students of single class meeting cancellations. The motion carried.

Policies & Procedures
Task Force:

Senators received the following group of Policies and Procedures electronically from the Chapter Four workgroup:

AP 4021, Program Discontinuance
AP 4022, Course Approval
AP 4023, Course Outline
AP 4030, Academic Freedom
AP 4290, Academic Honesty

BP 4021, Discontinuance of CT Program
BP 4022, Curricular Issues
BP 4030, Academic Freedom
BP 4650, Final Examinations

After the Senate's review and its conclusion that no further discussion on these policies was needed, the Senate agreed to forward these documents to the larger task force.

Brent Gowen provided copies of the following Policies and Procedures for information:

AP 4020, Program and Curriculum Development
AP 4045, Tutorial Services Programs
AP 4103, Work Experience
AP 4104, Workforce Development/Contract Education

BP 4103, Work Experience
BP 4104, Workforce Development/Contract Education

He asked Senators to review the documents for further discussion and/or action at next week's meeting.

Faculty Manual
Update:

Monika Brannick requested that, because Senators' current schedules do not allow for service on the committee that will be working to revise the Faculty Manual, a call be made to all faculty members to fill the position. After brief discussion, Senate members concurred with her suggestion. Brannick added that the issue of offering reassigned time for the position is still being discussed.

TERB Coordinator
Position:

Monika Brannick reported to Senators that the current Tenure & Evaluations Review Board (TERB) Coordinator, MaryAnn Drinan, does not intend to seek another term in her position. Drinan has expressed concern that due to the upcoming maternity leave of the TERB Academic Department Assistant, the incoming coordinator will not have the assistance that he or she may need to transition into the position. As such, Drinan has agreed to serve for one additional semester in a joint appointment with the new coordinator to assist in the training process.

Brannick asked Senators to consider Drinan's offer. This item will remain on the Senate agenda for further discussion and/or action at next week's meeting.

ADJOURNMENT:

The meeting was adjourned at 3:38 p.m.

Respectfully submitted,

Richard Hishmeh, Secretary