

Minutes of the
MEETING OF THE FACULTY SENATE
April 27, 2009

APPROVED

- PRESENT: Monika Brannick, Valerie Chau, Ralph Ferges, Katy French, Marty Furch, Brent Gowen, Lawrence Hahn, Richard Hishmeh, Stan Levy, Jackie Martin-Klement, Linda Morrow, Patrick O'Brien, Kathleen Sheahan, Diane Studinka, Fari Towfiq, Judy Wilson
- ABSENT: Sue Norton, Bruce Bishop
- GUESTS: Claudia Duran
- 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 Chau, Gowen: Faculty Senate approval of the minutes of April 20, 2009, as amended. The motion carried.
- Public Comments: There were none.
- Announcements: Referencing the district's current efforts to develop a new model for aligning planning and budgeting, Brent Gowen directed Senators to review a document distributed several weeks ago entitled, "The Faculty Role in Planning and Budgeting," which was adopted by the Academic Senate in the Fall of 2001. The document will be discussed at an upcoming Senate meeting. At that time, Gowen and Monika Brannick will report to the Senate the most recent budgeting models being discussed at the Strategic Planning Council and Budget Committee meetings.
- Monika Brannick reminded Senators of the Unity in Diversity Program's Gender Equity, Multiculturalism & More event on Thursday, April 30, beginning at 11:30 a.m. Information tables will be staffed throughout the day in the student union area. The evening program begins at 5:00 with keynote speaker Tracy Jarman, City of San Diego Fire Chief.
- Brannick also announced that the members of the Facilities Review Committee have approved the request made by the Faculty Senate to rename the Faculty Center (SU-30), "The Bill Bedford Faculty Senate Meeting Room." The request will now be presented to the Finance and Administrative Services Planning Council, the Strategic Planning Council, and the Governing Board for final approval.
- Committee Appointments:
- Motion 2 MSC O'Brien, Gowen: Faculty Senate approval of the change to the Academic Technology Committee Structure that would include a faculty member from Library Services to the membership structure under, "Other Members." The motion carried.

Motion 3 MSC O'Brien, Gowen: Faculty Senate approval of the following committee appointments:

Academic Standards & Practices Committee

(09-11)

Nimoli Madan – ESL

Samantha Sangsanoi - Nursing

Academic Technology Committee

(09-11) Part-time

Teresa Pelkie - CSIS

Basic Skills Committee

(08-10) Mathematics

Cynthia Anfinson

Bookstore Subcommittee

(09-11)

Yan Tian – Mathematics

Campus Police Committee

(09-11)

Henry Pete Ordille- EME

Curriculum Committee

(09-12) Arts, Media, Business & Computing Systems

Carol Bruton – Business

(09-12) Social and Behavioral Sciences

Terry Humphrey - Sociology

Distinguished Faculty Award Committee

(09-11) Part-Time Faculty

Rachael Horn - Sociology

Equal Employment Opportunity Advisory Committee

(09-11) Faculty member at large

Lisa Romain - Counseling

Equivalency Committee

(09-11) MNHS

Gregory Larson – Mathematics

(08-10) Arts, Media, Business, and Computing Systems

Gracie Fowler – Graphic Communications

Financial Aid Appeals Committee

(09-11) One faculty member at large

Carol Lowther – ESL

(09-11) One faculty member from EOPS or DRC

Lois Galloway – EOP&S

International Education Advisory Committee

(09-11)

Faculty member from Counseling and Matriculation
P.J. DeMaris - Counseling

Matriculation and Transfer Committee

(09-11) ESL

Nimoli Madan - ESL

(09-11) Faculty-at-large (part-time)

Mary Jane Najor – Behavioral Sciences

Personnel Standards & Practices Committee

(09-11)

Melinda Carrillo, Reading Services

Sabbatical Leave Committee

(09-12) Library

Judy Cater – Library Services

(09-12) Social and Behavioral Sciences

Terry Humphrey – Sociology

Professional Development Advisory Board

(09-11) Part-time Faculty

Janice D. Schultz - Design & Consumer Sciences

Scholarship Committee

(09-11)

Samantha Sangsanoi – Nursing

Marlene G. Forney – Library

Lisa Faas - Communications

Workforce and Community Development Advisory Group

(09-11) Faculty member at large

Bob Sasse - Child Development/Behavioral Social Sciences

The motion carried.

Motion 4

MSC Chau, Gowen: Faculty Senate approval of the results of the ballot for the following committee appointment:

Interim Assistant Superintendent/Vice President, Student Services Selection Committee

Two (2) faculty members from Student Services

The ballot count resulted in the following appointment:

Jose Fernandez – Counseling

The motion carried.

The ballot count for the second position resulted in a tie and new ballots were distributed for a second vote.

Motion 5 MSC Morrow, Chau: Faculty Senate approval of the results of the ballot for the following committee appointment:

Interim Assistant Superintendent/Vice President, Student Services Selection Committee
Two (2) faculty members at large.

The ballot count for the two positions resulted in a tie and new ballots were distributed for a second vote.

Motion 6 MSC Chau, Gowen: Faculty Senate acceptance of the results of the ballot for the following committee appointments:

Academic Review Committee
(09-11) Faculty members from Instructional Divisions and/or Library

The ballot count resulted in the following appointment:

Lesley E. Williams – Life Sciences

The motion carried.

The ballot count for the second position resulted in a tie and new ballots were distributed for a second vote.

Academic Review Committee
(09-11) Counselor
Elvia Nunez – Counseling

Academic Technology Committee
(09-11) Social and Behavioral Sciences
Michael Arguello – Economics, History, and Political Sciences

Basic Skills Committee
(09-11) Full-time Faculty Members, at-large
Glynn Bongolan – Counseling

Equivalency Committee
(09-11) Languages and Literature
Stan Levy – Reading Services
Kathleen Sheahan – Foreign Languages

International Education Advisory Committee
(09-11) Faculty at-large
Marlene G. Forney – Library/Behavioral Science

Matriculation and Transfer Committee
(09-11) Reading
Stan Levy – Reading Services

Vocational and Technical Educational Act Planning and Advisory Committee
(09-11)
Byung Kang – Library/Media Center
Dennis Lutz – Design and Consumer Education

- The motion carried.
- Faculty Manual Update: For several weeks, Senators have been discussing the need to update the Faculty Manual. Monika Brannick reported that Vice President Cuaron has agreed to make some hourly pay available for beginning the task during the summer months. Senator Brent Gowen and PFF President Shannon Lienhart have agreed to begin a preliminary review of the task to determine the extent of the work needed to bring the manual up-to-date.
- After brief discussion, Senate members expressed their support and thanks to Gowen and Lienhart for agreeing to begin work on this task.
- TERB Coordinator Position: Monika Brannick reported that President Deegan and Vice President Cuaron have expressed support for the Faculty Senate's recommendation that the incoming TERB coordinator will serve in the position beginning in Spring 2010. The current TERB Coordinator, MaryAnn Drinan, will remain named in the position through Fall 2009 to assist in the training process.
- Elections: Stan Levy reported the results of the recent ballot for the Faculty Service Award: Michael Mufson and Fergal O'Doherty are the 2009 recipients of the award.
- Curriculum Committee: Motion 7 MSC Chau, Gowen: Faculty Senate ratification of the Curriculum items dated April 15, 2009. The motion carried.

Copies of the following Yearly Report from the Articulation office were also provided for information:

PALOMAR COLLEGE
Articulation Office
1140 West Mission Road
San Marcos, CA 92069

DATE: April 15, 2009
TO: Robert Deegan, President/Superintendent
FROM: Gloria Kerkhoff, Articulation Officer
RE: 2008-2009 Approvals for California State University GE Breadth
2008-2009 Approvals for IGETC
2008-2009 Approvals for transferability to the UC system
2008-2009 Approvals for transferability to the CSU system
2008-2009 Approvals for AA General Education
2008-2009 Approvals for Multicultural Requirement
2008-2009 Approvals for AA General Studies Major Prep

Courses submitted for the CSU GE Breadth pattern and approved:

<u>Course</u>	<u>Area</u>	<u>Course</u>	<u>Area</u>
AIS 104	C1	CHEM 220	B1 & B3
AIS 110	D3 & D6	CHEM 221	B1 & B3
AIS/FL 207A	C2	GC 102	C2
AIS/FL 207B	C2	PHIL 250	C2
ANTH 107	D1	PHYS 121	B1 & B3

ANTH 145	C2 & D1	PHYS 231	B1 & B3
AODS 150	E	PHYS 232	B1 & B3
CHEM 105	B1 & B3	RS 108	C2 & D6

Courses submitted for CSU GE Breadth pattern and denied:

<u>Course</u>	<u>Reason for Denial</u>
GCMW 100	"Course does not adequately address historical, cultural and theoretical contexts."
TA 119	"Primary focus of this course is the development of students' performance skills rather than the integration of theatre art history and criticism."

Course removed by the CSU GE committee from the CSU GE pattern:

<u>Course</u>	<u>Reason for Removal</u>
SPCH 125	"This course was grandfathered into CSU GE Area C1. Although literature is used as the script; the primary focus of this course is the development of students' performance skills, rather than the critical and cultural analysis of literature as great works of the human imagination."

Courses submitted for IGETC and approved:

<u>Course</u>	<u>Area</u>	<u>Course</u>	<u>Area</u>
AIS 104	3A	GEOG/GEOL 125	5A
ANTH 107	4A	ITAL 201A	3B & 6A
ANTH 145	3B & 4A	PSYC 130	4D & 4I
CHIN 201A	3B & 6A	RS 108	3B & 4F
CHIN 201B	3B & 6A	SPAN 201A	3B
GC 102	3B	SPAN 201B	3B

Course submitted for IGETC and denied:

<u>Course</u>	<u>Reason for Denial</u>
GCMW 100	"Course does not address historical, cultural and theoretical contexts."

Course removed by the UC GE committee from the IGETC pattern:

<u>Course</u>	<u>Reason for Removal</u>
SPCH 125	"Although literature is used as the script, the primary focus of this course is the development of students' performance skills, rather than the critical and cultural analysis of literature as great works of the human imagination."

Courses submitted for UC transferability and approved:

AIS 104	GCIP 140
ANTH 107	GCIP 140A
COUN 110	GCIP 140B
CSIT 180	GCIP 141
CSIT 280	GCIP 141A
DNCE 117	GCIP 141B
GC 102	GCMW 100
	RS 108

Courses submitted for UC transferability and denied:

<u>Course</u>	<u>Reason for Denial</u>
COUN 120	Personal development/self-enrichment course
CSCI 170	No comparable course
CSCI 171	No comparable course
CSCI 230	No comparable course
CSCI 232	No comparable course
CSCI 270	No comparable course

Course **pending** review of UC system for UC transferability:

<u>Course</u>	<u>Course</u>
ACS 165	GEOG 142
ACS 197	MUS 223
AIS 295	PHIL 250
ART 106	PHYS 197
CSCI 197	TA 119
GEOG 140	

New courses submitted for CSU transfer and approved:

AIS 104	GCMW 105
AIS/FL 207A	GEOG 140
AIS/FL 207B	GEOG 141
ART 106	GEOG 142
BUS 105L	MUS 223
FASH 149	PHIL 250
FASH 178	PHOT 155
GC 102	PHYS 197
GCIIP 255	RS 108
GCMW 100	TA 119

Courses submitted for AA General Education and approved:

<u>Course</u>	<u>Area</u>	<u>Course</u>	<u>Area</u>
AIS 104	C	CHEM 220	B
AIS 110	D	CHEM 221	B
AIS/FL 207A	C	GC 102	C
AIS/FL 207B	C	PHIL 250	C
ANTH 107	D	PHYS 121	B
AODS 150	E	PHYS 231	B
CHEM 105	B	PHYS 232	B
		RS 108	C & D

Courses submitted for AA General Education and denied because they were not approved for a transfer GE pattern:

Course
GCMW 100
TA 119

Course removed from the AA GE because as it was removed from both GE transfer patterns:

Course
SPCH 125

Course submitted for the AA Multicultural Requirement and approved:

Course
AIS 104

Please share this information with appropriate faculty members. I may be reached at extension 2190 for any questions.

Policies & Procedures: Brent Gowen notified Senators that next week they will be receiving copies of Policies & Procedures recently reviewed by the workgroup on Intellectual Property and Copyright issues.

At a previous meeting, Senators were provided copies of the Policies and Procedures on Philosophy and Criteria for Associate Degree and General Education, Course Content and Grading System, and Field Trips and Excursions. Gowen suggested that in order to more accurately reflect the needs of those departments that regularly utilize field trip forms, some minor changes might still be needed to Palomar's policy on Field Trips and Excursions. He added that Dean Steve McDonald will attend the May 4th or 11th Senate meeting to provide additional information and clarification on this issue.

Monika Brannick added that Senators will have an opportunity to review Palomar College's recent versions of the Field Course, Single-Day Field Trip, and Study Abroad Course Authorization Requests at next week's meeting.

Gowen also stated that he and Dean Mark Vernoy will continue their review of the Philosophy and Criteria for Associate Degree and General Education procedure, as there are seeming discrepancies between the language recommended by the Community College League and that recommended by Accreditation.

Marty Furch asked that AP 4233, Course Content and Grading System, be reviewed by the Learning Outcomes Council before being forwarded to the Policies and Procedures taskforce. The policy will be brought back to the Senate once it has been reviewed by the LOC.

Motion 8

MSC Chau, Gowen: Faculty Senate approval of the results of the second ballot for the following committee appointment:

Interim Assistant Superintendent/Vice President, Student Services Selection Committee
Two (2) faculty members at-large

Judy Cater – Library Technology
Rocco Versaci – English

The motion carried.

Timelines for SLOs/
Faculty Involvement:

Marty Furch reported that the members of the Learning Outcomes Council (LOC) and the Steering Committee continue to meet. Members of the LOC will meet on Thursday, April 30, to discuss the long-term timeline for SLOs and assessment cycles.

Personnel Standards
& Practices Committee:

Senators discussed the recommendations of the Statewide Academic Senate pertaining to the Administrative Evaluation process. Such evaluations are recommended to be made top/down: the Governing Board evaluating the Superintendent/President, the Superintendent/President evaluating the Vice Presidents, the Vice Presidents evaluating Deans, with faculty input throughout.

Members of the committee will solicit information from other colleges on how they conduct their administrative evaluations. It was noted that a master list of all Academic Senate Presidents is available on the Statewide Academic Senate's website.

Research Award:

Research Award submissions were accepted by the Faculty Senate early in April. The Senate convened a small workgroup to review those submissions and to make their recommendations to the Senate.

Ralph Ferges briefly outlined the candidates' qualifications and provided information on the standards utilized to select the recipient.

Motion 9

MSC O'Brien, Chau: The Faculty Senate supports the recommendation of the workgroup to select Lillian Payn as the 2009 Faculty Research Award recipient. The motion carried.

Motion 10

MSC O'Brien, Gowen: Faculty Senate acceptance of the results of the second ballot for the following committee appointment:

Interim Assistant Superintendent/Vice President, Student Services Selection Committee
Two (2) faculty members from Student Services

The second ballot count resulted in the following appointment:

April Woods – Counseling

The motion carried.

Motion 11 MSC Gowen, Morrow: To suspend the agenda to discuss agenda item IX, Reports, Learning Outcomes Council. The motion carried.

Learning Outcomes Council:

Marty Furch stated that the Learning Outcomes Council anticipates having a timeline in place this week to bring Palomar to the level of proficiency required by the ACCJC by 2012. The timeline is currently being reviewed by the Curriculum Committee and will then be forwarded to the Faculty Senate for review and/or approval.

Furch added that Professional Development opportunities to assist faculty in the process continue to be available, including a Summer Institute. Information on these opportunities continues to be distributed via email.

Motion 12 MSC Gowen, Hishmeh: To resume the agenda. The motion carried.

ASG: Claudia Duran provided the following report of the ASG:

- The recent veto by the ASG, which prohibited an Art Sale in the Student Union, has been overturned. The event will be held Wednesday, April 29, thru Saturday, May 2.
- Members of the ASG continue their work on the Policies & Procedures.
- Several events are planned for Springfest on April 28 and 29.
- The ASG is participating in the Diversity Event on Thursday, April 30.
- Duran announced her candidacy for ASG President.

President Deegan: Monika Brannick reported that her weekly meeting with President Deegan focused on the Nursing A.S. Degree.

Governing Board: Monika Brannick indicated that several faculty members as well as community members attended the recent Governing Board meeting to express their support for or opposition to the proposed Nursing Degree.

Faculty and staff are invited to attend a workshop on this issue on Tuesday, April 28, and an Open Forum will be held to provide information to the community in early May.

Motion 13 MSC Chau, Sheahan: Faculty Senate acceptance of the second ballot for the following committee appointment:

Academic Review Committee
(09-11) Faculty members from Instructional Divisions and/or Library

Melinda Carrillo – Reading Services

The motion carried.

Strategic Planning
Council:

Brent Gowen reported that members of the Strategic Planning Council continue to discuss developing a new model to align planning and budgeting.

Gowen also stated that, per the Accreditation team's recommendations, Palomar's Mission Statement is being updated to reflect the diversity of the student population as well as the district's commitment to achieving Student Learning Outcomes and Assessments. Copies of the current Mission Statement, as well as a proposed revision, were provided for information, and Gowen outlined several of the changes being recommended.

Instructional Planning
Council:

Kathleen Sheahan reported that the Instructional Planning Council (IPC) also discussed Palomar's Mission Statement at their last meeting. The group also discussed the planning cycle and the importance of integrating planning and budgeting. Members of IPC are discussing including a column for budgeting items in the Program Review and Planning.

Sheahan added that Theo Brockett has announced that she will retire this June, and that Tom Medel and Jamie Moss will take on her duties.

Sheahan also reported that retrofitting for the Escondido Center has been postponed until Summer 2010.

Senators briefly discussed the apparent trend of appointing non-faculty individuals to positions that coordinate and/or manage the district's Centers.

Student Services
Planning Council:

Katy French reported that the Student Services Planning Council met on April 22. The group passed the following two motions:

- To change Enrollment Services' hours for phone and counter services: Saturday Services to be eliminated, but for the first two weeks of each semester. The department's heaviest contact with students is between 11:00 a.m. and 4:00 p.m, Monday thru Friday, and the reduction of Saturday Services will allow personnel resources to be re-directed to these busier weekday hours. French reported that 80% of students utilize online services.
- To notify the U.S. Department of Education, via a letter from President Deegan, that the college will no longer participate in the *unsubsidized* Federal Direct Student Loan Program, effective 2009-10.

It was noted that only a small number of students would be impacted by this change, with only 20 students receiving exclusively unsubsidized loans this academic year.

Senators briefly discussed unsubsidized versus subsidized loans, and the default rates of both. French stated that a new law was signed in 2008, altering default rate calculations in such a way that current default rates could potentially double.

Palomar Faculty
Federation:

Jackie Martin-Klement announced that the next meeting of the Palomar Faculty Federation would be held on Tuesday, April 28, at 4:00 p.m.

Academic Technology
Committee:

Kathleen Sheahan reported that the Academic Technology recently distributed a one-question survey on online teaching loads to all fulltime faculty members. She encouraged all faculty to participate.

Workgroups are currently looking at issues related to the following:

- The use(s) of Faculty Performance Standards and Student Evaluations which have been revised by the Tenure & Evaluations Review Board, as well as a version that would apply toward online teaching and students.
- Student Access.
- The number of courses that are taught exclusively online versus those that are offered both in online and traditional formats.

ADJOURNMENT: The meeting was adjourned at 3:32 p.m.

Respectfully submitted,

Richard Hishmeh, Secretary