

Minutes of the
MEETING OF THE FACULTY SENATE
April 4, 2011

APPROVED

- PRESENT:** Bruce Bishop, Monika Brannick, Melinda Carrillo, Haydn Davis, Katy French, Lori Graham, Erin Hartensveld, Barb Kelber, Teresa Laughlin, Jackie Martin-Klement, Pam McDonough, Linda Morrow, Wendy Nelson, Perry Snyder, Diane Studinka, Fari Towfiq
- ABSENT:** Patrick O'Brien
- GUESTS:** Marlita Donan, Channing Shattuck (ASG), Oscar Garcia, Michael Holleran, Greg Larson, Samator Mohamed
- 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, Laughlin: Faculty Senate approval of the minutes of March 28, 2011, as amended. The motion carried.
- Public Comments:** There were no public comments.
- Announcements:** Teresa Laughlin reminded Senators of the upcoming Political Economy Days on Wednesday, April 7, and Thursday, April 8. Events are scheduled throughout the day.
- Fari Towfiq announced the Diversity Event that will be held on Thursday, April 7, from 5:00 – 8:30 p.m. Members of the ASG will be participating in the event in the afternoon, and a PC3H rally will be held from 12:30 – 2:00 p.m.
- Committee Appointments:** There were no committee appointments.
- Faculty Emeritus:**
- Motion 2** MSC Laughlin, Nelson: Faculty Senate affirmation of the Emeritus Status of the following Palomar College faculty members:
Gary D. Alderson
Sherry Gordon
William A. Hawkins
JoAnne Lesser
Jane L. Mills
Dennis O'Neil
Robert L. Sheppard
- The motion carried.
- Elections:** Senators were reminded that nominations for upcoming Faculty Senate vacancies will be accepted until April 6.

- Research Award: Monika Brannick asked for Senate volunteers to oversee the Research Award submissions. The small workgroup will meet and review each packet and provide a summary of each submission to the Faculty Senate. Wendy Nelson, Patrick O'Brien, and Diane Studinka will serve on the group.
- Curriculum: Copies of the Curriculum items were provided to Senators electronically just prior to spring break.
- Motion 3 MSC Bishop, Snyder: Faculty Senate ratification of the Curriculum Committee Consent Calendar, dated March 16, 2011. The motion carried.
- Motion 4 MSC Bishop, Snyder: Faculty Senate ratification of the Curriculum Committee Technical Corrections included in the March 16, 2011, Curriculum Committee packet. The motion carried.
- Policies & Procedures: Senate members discussed the proposed revision of BP 660, Standards of Conduct, at last week's meeting. Bruce Bishop, as Chair of the Academic Standards and Practices Committee, provided proposed changes/amendments for consideration by the Faculty Senate and the Policies and Procedures Taskforce. Bishop noted that some of the suggested changes in the Board Policy (BP) may be preempted by what is contained in the Administrative Procedure (AP).
- Monika Brannick provided an overhead presentation of the proposed changes, and Senate members made some minor amendments to the wording in the document.
- After brief discussion, Senate members agreed to forward the document on to the Policies & Procedures Task Force.
- Brannick also noted that she forwarded to Senators AP & BP 4025, Philosophy and Criteria for Associate Degree and GE, earlier in the day. Copies will be provided at next week's meeting.
- GRAD Program: Monika Brannick reported that members of the GRAD project (Goals, Responsibility, Attitude, Determination) are still waiting to receive funds from the Strategic Planning Priorities Funding (SPPF) to begin implementing the plans for the project.
- SB1440: Monika Brannick indicated that she would forward information on SB1440 Webinars to all Senators.
- Accreditation: Monika Brannick announced that the Accreditation follow-up visit on Friday, April 1, was very successful, and a positive outcome is expected. The team was made up of the chair, Jim Barr, Senior Research Analyst at American River College, and Anna Davies, Interim Vice President of Academic Affairs at Los Angeles Pierce College. Davies was on the original team of visitors to Palomar in 2009.

Faculty Workgroup:
Guidelines for Joint
Assignments:

Monika Brannick indicated that the Faculty Workgroup created to discuss guidelines relating to Joint Assignments will be meeting on Wednesday, April 6, at 12:30 p.m. in room SU-30. All are invited to attend.

Strategic Planning
Council:

The next meeting of the Strategic Planning Council will be held on Tuesday, April 5.

Governing Board:

The next meeting of the Palomar College Governing Board will be held on April 12.

Human Resources
Planning Council:

Pam McDonough reported that members of the Human Resources Planning Council reviewed the recently adopted Staffing Plan at their last meeting. Discussion is being held regarding new hires in relation to the faculty obligation number. The group also talked about funding for the new centers, planning priorities, and the upcoming Diversity Event.

Academic Technology
Committee:

Haydn Davis indicated that the Academic Technology Committee meets on the 2nd and 4th Thursdays of the month. Reporting on Blackboard statistics, he noted that in 45% of all Palomar College courses, faculty have made Blackboard available, and 55% of Palomar students have logged into the system at least once.

Faculty Service
Area Review:

Lori Graham reported that members of the Faculty Service Area Review committee met last week. Faculty member Molly Faulkner recently joined the group as the PFF representative. The next meeting will be held on April 12.

ASG:

ASG representative Marlita Donan indicated that members of the ASG are currently discussing an Open Source Textbook Program. She stated that the bookstore has expressed some interest, and the ASG hopes that faculty members will provide some support in the endeavor as well.

Non-Palomar students Samator Mohamed and Michael Holleran provided information about "Open Source" programs for course materials.

A question and answer period followed. Interested faculty members should contact Mohamed and Holleran through the ASG.

Palomar Faculty
Federation:

Jackie Martin-Klement reported that the next meeting of the PFF will be held this week.

Learning Outcomes
Council:

Katy French stated that members of the Learning Outcomes Council met on March 31. The group is working on a draft document, "Outcomes Database Access and Reporting Guidelines" and hopes to bring that information to the Senate in the next few weeks.

French also reported on the work being done by departments and faculty members in the Palomar Outcomes Database (POD). Course and program SLOs and assessment plans should be entered into the database within the next few weeks, as the college must forward a report of summary-level data to the ACCJC by the end of the semester. French noted that progress is slow, rising only 1% in the past couple of weeks.

POD Squads and faculty mentors are available to assist faculty, and drop-in workshops are being scheduled beginning on Friday, April 8. Faculty should check their emails later in the week for more information.

She added that the group did receive funding from the Strategic Plan Priorities Funding (SPPF) that will allow 11 faculty and staff to travel to San Francisco in October for the Student Success Conference, sponsored by the Research & Planning Group.

French also reported that this week the group will begin their work on the GE Institutional Outcomes Plans for Assessment.

ADJOURNMENT: The meeting was adjourned at 3:05 p.m.

Respectfully submitted,

Barb Neault Kelber, Secretary