

Minutes of the  
MEETING OF THE FACULTY SENATE  
September 27, 2010

APPROVED

PRESENT: Bruce Bishop, Monika Brannick, Haydn Davis, Marty Furch, Lori Graham, Erin Hartensveld, Barb Kelber, Teresa Laughlin, Jackie Martin-Klement, Pam McDonough, Linda Morrow, Patrick O'Brien, Dan Sourbeer, Perry Snyder, Diane Studinka, Fari Towfiq, Wendy Nelson

ABSENT: Ryan Gault

GUESTS: Evelyn Lucero, Channing Shattuck

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 Sourbeer, Laughlin: Faculty Senate approval of the minutes of September 20, 2010, as amended. The motion carried.

Welcome: The senate welcomed Pam McDonough (English Department) and Wendy Nelson (Communications Department) as new senators. Ryan Gault, part-time faculty member from the Public Safety Department, was also automatically elected but is unable to serve due to scheduling conflicts.

Public Comments: There were no public comments.

Announcements: Marty Furch announced that the workshop previously scheduled for October 1 with Bob Pacheco, Research and Planning Director at Barstow College, will be rescheduled for sometime in November. More information will be available soon.

Senators received copies of information from Julie Adams of the Statewide Academic Senate announcing the annual meeting of the Association of American Colleges and Universities (AAC&U). This national event will be held this year in California on January 26-29, 2011 at the San Francisco Hyatt Regency Hotel. According to the announcement, "the AAC&U is the leading national association concerned with the quality, vitality, and public standing of undergraduate liberal education. Its members are committed to extending the advantages of a liberal education to all students, regardless of academic specialization or intended career." Faculty members are invited to attend on their own, or as part of a sponsored team. "Priority [for funding] will go to groups of five faculty that cross segmental lines within a region – CSU and CCC faculty who share students across transfer." The Compass Project will cover travel, meals, and registration for a limited number of intersegmental regional teams. For more information, go to <http://www.calstate.edu/app/compass/conferences/AACU2010.shtml>

Senators discussed the importance of transfer issues for the California Community College system, and Monika Brannick indicated that she would inform members of the Learning Outcomes Council of the opportunity.

Monika Brannick informed Senators that Senate Orientation will be held on Monday, October 11, 2010.

Committee  
Appointments:

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

Interim Dean – MNHS Screening Committee

David Boyajian/Chemistry  
Denise Rudy/Dental Assisting  
Steven Spear/Earth, Space, and Aviation Sciences  
Jay Wiestling/Mathematics  
Judy Eckhart/Nursing  
Takashi Nakajima/Physics and Engineering

The motion carried.

Motion 3 MSC O'Brien, Laughlin: Faculty Senate approval of the ballot for the following committee appointment:

Interim Dean - MNHS Screening Committee

*Life Sciences*  
Lesley Williams

The motion carried.

Peer Evaluation  
Committee Chair:

Motion 4 MSC Morrow, Sourbeer: Faculty Senate approval of the following peer evaluation committee appointment:

Robert Sheppard, Peer Review Committee Chair for Lisa Cecere

The motion carried.

Student Learning  
Outcomes Council  
Assistant Faculty  
Coordinator:

Senators reviewed copies of a letter of interest from Richard Albistegui-DuBois for the position of Assistant Faculty Coordinator of the Learning Outcomes Council.

Motion 5 MSC Sourbeer, O'Brien: Faculty Senate approval of the appointment of Richard Albistegui-DuBois to the position of Assistant Faculty Coordinator of the Learning Outcomes Council. The motion carried.

Curriculum: Copies of the Curriculum Committee items were included in last week's minutes.

Motion 6 MSC Laughlin, Morrow: Faculty Senate ratification of the Curriculum Committee Meeting Action Items dated September 15, 2010. The motion carried.

SB 1440 Update: Senators were given information from the California Community Colleges Chancellor's Office providing an update on California State Senate Bill 1440 (SB 1440). Senators focused specifically on the following language in the document:

The following are key issues that are currently being addressed in preparation for implementation of SB 1440:

1. This legislation provides us with an opportunity to clarify the most appropriate preparation for students who seek an associate degree while preparing for transfer. Our goal is to involve discipline faculty from the California State Universities (CSU) and California community colleges (CCC) to inform the development of CCC degrees that will appropriately prepare a student for a given major, regardless of their intended CSU destination. UC faculty will also be invited to participate as, ideally, these would be degrees that would meet the needs of all CSU-bound students and, if possible, UC campuses as well. (Education Code cannot mandate UC to make changes, unlike the state universities and community colleges).

We intend that changes will be made expeditiously, yet thoughtfully, to ensure that our students have the best preparation for success in upper division coursework. We suggest that local curriculum committees not make degree changes now but wait for clarifying guidelines from the Chancellor's Office.

2. SB 1440 Implementation Task Force
  - a. We expect the bill will be signed in September.
  - b. In anticipation, this month the Chancellor's Office will begin to identify members for an implementation committee. There will likely be various tasks, each requiring specialized experts at both the community colleges and the CSUs (e.g., discipline faculty, articulation officers, administrators, admissions officers and others.).
  - c. As implementing guidelines and policies are developed, the Chancellor's Office will provide webinars, conference presentations, and disseminate this information through a variety of venues.

#### Future Questions

In an effort to provide as much support as possible, the Chancellor's Office and the Academic Senate will be working together to prepare a "Frequently Asked Questions" web page on the implementation of SB 1440. Please direct questions concerning any facet of this legislation to [sb1440questions@cccoco.edu](mailto:sb1440questions@cccoco.edu) to help us gather all the questions in one place.

This is a very exciting moment in the history of the California community colleges. We will all work together to take advantage of this opportunity to create a better system of transfer for all students.

#### Learning Outcomes Council/Basic Skills:

Marty Furch stated that the Learning Outcomes Council (LOC) continues its work on item 6 of Accreditation Standard II: Student Learning Programs and Services, which states:

The institution assures that students and prospective students receive clear and accurate information about educational courses and programs and transfer policies. The institution describes its degrees and certificates in terms of their purpose, content, course requirements, and expected student learning outcomes. In every class section students receive a course syllabus that specifies learning outcomes consistent with those in the institution's officially approved course outline (IIA.6)

Furch added that the LOC and Curriculum Committee are currently discussing suitable publication sites for SLO's. Possible options include: keeping SLO's in Curricunet and connecting them to the Course Outlines of Record; requiring that SLO's are included in course syllabi; notifying students of the LOC website through information included in syllabi; maintaining a specific area within the LOC website dedicated to SLO's separated by division. Given the language of the Standard cited above, a determination must be made regarding the publication of SLO's.

Furch distributed copies of a sample report from TracDat in which headings are listed. Furch noted that these headings can be changed; for instance, "Unit Name" can be changed to Department Name, Work Area, etc.

Furch noted that by allowing a connection between Curricunet and SLO's, a strong connection between Curriculum and SLO's will be created without one interfering with the other. Monika Brannick emphasized the importance of maintaining the distinction, noting that the Course Outline of Record from each course is a legal document guided by Ed Code and Title 5. Neither Ed Code nor Title 5 imposes any requirement relating to SLO's. Brannick added that the State Academic Senate has advised against any overlap between SLO's and the Course Outline of Record. Discussion followed on where the information should be placed; suggestions included departmental or specific instructors' web pages.

Barb Kelber called Senators' attention to Accreditation Standard IIA.6.a, which seems to indicate larger implications. She noted that the language obviously suggests that it will be increasingly difficult to separate the SLO's from Curriculum and Course Outlines of Record.

- a. The institution makes available to its students clearly stated transfer-of-credit policies in order to facilitate the mobility of students without penalty. In accepting transfer credits to fulfill degree requirements, the institution certifies that the expected learning outcomes for transferred courses are comparable to the learning outcomes of its own courses. Where patterns of student enrollment between institutions are identified, the institution develops articulation agreements as appropriate to its mission.

Kelber continued to point out that faculty members and Department Chairs should be very aware of the significance of the data that will be entered into TracDat (Palomar Outcomes Database). They should be discussing the issues of access, reporting, and funding which will be directly connected to that data.

After further discussion Furch indicated that when this information is brought forward to the Strategic Planning Council, she will represent the LOC in recommending that the General Education SLO's be published more prominently than they are presently. For Course SLO's, Program SLO's, and Course Outlines, suggestions will be discussed with regard to providing a link to that information as well.

Monika Brannick asked Senators to take this information back to their departments in an effort to expand the dialogue on this important issue.

Marty Furch also provided a copy of the TracDat Manual (for use with the Palomar Outcomes Database) for the Faculty Senate office. She noted that faculty can obtain a copy by going to the LOC website or by contacting Furch.

Faculty Senate Goals: This item will be discussed at next week's meeting.

Policies & Procedures: Senators were provided with copies of the following Policies & Procedures:  
AP 4231 Grade Changes  
BP 4231 Grade Changes

Monika Brannick indicated that these, as well as the Grade Dispute Policy, will be discussed by the members of the Joint Council at their next meeting on Wednesday, October 6 and then brought back to the Senate at a later date.

Faculty Hiring: Copies of the Faculty Hiring Priority Recommendations for 2010-11 have been brought forward by the Instructional Planning Council Subcommittee, and were discussed at the

recent All College Forum hosted by President Deegan. The list, up to number sixteen, is as follows:

Priority 1	History – U.S. History
Priority 2	Music – Instrumental Conducting and Music Theory
Priority 3	Child Development
Priority 4	Automotive Technology – Auto Body
Priority 5	Japanese
Priority 6	Reading
Priority 7	English
Priority 8	Nutrition
Priority 9	Mathematics
Priority 10	Accounting
Priority 11	Spanish
Priority 12	Psychology
Priority 13	Drafting
Priority 14	Fashion
Priority 15	Africana Studies
Priority 16	History – World History/Western Civilization

The sixteen positions noted above will be opened for the hiring of new faculty. In addition, two Nursing positions, which were already approved for that department but were not filled in the fall, as well as two Counselors, will be hired. Brannick noted that the Counseling department has been working below their base (according to a specific formula of counselor-to-student ratio) for the last three years. One current faculty member will also transition to permanent status from ROP.

Academic Technology: Haydn Davis reported that members of the Academic Technology Committee have established their Goals and Benchmarks for this academic year. The group continues its work to establish training modules for the new Blackboard 9 training, which should be completed by next semester. He added that faculty can begin exploring Blackboard 9 at [bbsandbox.palomar.edu](http://bbsandbox.palomar.edu).

Instructional Planning Council: Linda Morrow indicated that members of the Instructional Planning Council provided training for new members at their last meeting. A subgroup was formed to redesign the existing Program Review and Planning document and integrate the PRP Supplemental into the redesigned document. Morrow asked that faculty with suggestions or recommendations contact her as soon as possible, so feedback can be brought to the next meeting. She added that Wilma Owens is the Advisor of the subgroup, and administrative members are Michelle Barton and Judy Cater. Faculty members are Mark Bealo, Marty Furch, and Linda Morrow.

After brief discussion, senators recommended that a draft of this form be brought to the Senate to provide an opportunity for additional discussion and input.

Strategic Planning Council/Budget Committee: Teresa Laughlin indicated that members of the Strategic Planning Council were invited to participate in an exercise on College-Wide Priorities for the Resource Allocation Model (RAM) at their last meeting.

Members of the Budget Committee continue to meet once per month.

Student Services  
Planning Council:

Diane Studinka provided the following written report of the Student Services Planning Council meeting:

- Accreditation – We received updated Accreditation Steering Committee information.
- Dagmar Royer received the employee of the month award for September with a framed certificate and gift card.
- Herman Lee gave a report from the Registration Committee. The committee reviewed a survey that showed 85% of the students used some type of social media on a regular basis. He expanded on several different ways to communicate with students. Since summer registration was successful without a printed schedule being mailed out, the Registration Committee is recommending to the SSPC to not distribute the class schedule and registration appointment cards through a mass mailing. Discussion from the group covered issues such as access. VP Vernoy will invite Laura Gropen to one of the next meetings to discuss it further.
- The Student Services IRP Priorities for Fall 2010 were distributed. This document will be discussed over the next couple of months.

Human Resources  
Planning Council:

Dan Sourbeer indicated that the Human Resources Planning Council provided training for their new members at their last meeting.

Joint Senate/  
PFF Council:

Monika Brannick reported that the Joint Senate/PFF Council will meet on October 6.

Palomar Faculty  
Federation:

Perry Snyder reported that a new part-time EBoard member was elected at the last PFF meeting.

Finance & Administrative  
Services Planning  
Council:

A Senator is needed to serve on the Finance & Administrative Services Planning Council.

Governing Board:

The next meeting of the Governing Board will be held on October 12.

ASG:

Evelyn Lucero reported that members of the ASG have approved funding for two campus clubs. The group will also host a rally on October 7 to protest further cuts in state funding for community colleges.

President Deegan/  
Vice President Cuaron:

Monika Brannick indicated that discussion with President Deegan and Vice President Cuaron focused on hiring and the formulas used to determine priorities.

Accreditation:

Monika Brannick reminded Senators of the recent appointment of Brent Gowen as the Accreditation Tri-Chair. Gowen and the other members continue their work on the report.

ADJOURNMENT:

The meeting was adjourned at 3:18 p.m.

Respectfully submitted,

Barb Neault Kelber, Secretary