



MEETING

October 16, 2023

EXHIBITS



Minutes of the
MEETING OF THE FACULTY SENATE
October 9, 2023

APPROVED

PRESENT: Ben Adams, Melissa Bagaglio, Will Dalrymple, Alexandra Doyle Bauer, Kelly Falcone, Katy Farrell, Molly Faulkner, Jenny Fererro, Shelbi Hathaway, Kengo Hotta (ASG), Rodolfo Jacobo, Jason Jarvinen, Lawrence Lawson, Vickie Mellos, Anne-Marie Mobilia, Michael Mufson, Wendy Nelson, Lakshmi Paranthaman, Beth Pearson, Maryan Rizk, Tanessa Sanchez, Nina Shmorhun, Nicole Siminski, Elena Villa Fernández de Castro, Anastasia Zavodny

ABSENT: Lisette Lasater, Seth San Juan (ZOOM-A)

GUESTS: Amber Graves, Ben Mudgett, Denise VanderStoel

Notes: Senators participating in a meeting via ZOOM, and asserting an AP 2449 allowance, are considered present and attendance is recorded ZOOM-EC "emergency circumstances" or ZOOM-JC "just cause." Senators observing the meeting via ZOOM without asserting an AP 2449 allowance are considered absent and attendance is recorded ZOOM-A.

All votes are presumed unanimous unless indicated otherwise.

CALL TO ORDER The meeting was called to order by Faculty Senate President Wendy Nelson in LRC-116 at 2:30 PM. The meeting was also streamed live on ZOOM.

PUBLIC COMMENTS — No public comments.

ANNOUNCEMENTS

Senator and PFF Co-President Lawrence Lawson said PFF is having a meeting on Thursday, October 12 in H-306.

Senator Rodolfo Jacobo said an Ethnic Studies event is happening tomorrow, October 10. Professor Alexander Gomez and Maria Galleta will be presenting on family separation. The event begins at 10 a.m. in MD-103.

Senate Vice President Jenny Fererro announced that the Governing Board is meeting tomorrow, October 10. At the meeting, PC3H is asking for a show of support for LGBTQ+ colleagues.

Senate Secretary Molly Faulkner said Performing Arts has two shows this week. Concert Band has a performance on October 14 from 7 to 9 p.m. Concert Hour on Thursday, October 12 features Paul Tseng and Dan Yu. Concert Hour is in the Brubeck Theatre beginning at 1 p.m.

Senator and Chair of Committee on Committees, Anastasia Zavodny said Political Economy Days are coming on October 17 and 18. The final schedule will be emailed tomorrow.

Senator Lakshmi Paranthaman announced that a *Pathway to Law* information session will be on Thursday, October 19 from 4:30 to 5:30 p.m. To register, click here: <https://my.forms.app/form/64a89012edb1adb9e19b0af5> There is also a webinar titled *Navigating Law School Admissions* on Thursday, November 2 at 4:30 pm. Register here: <https://lparanthaman.wufoo.com/forms/s1a8jfii00qkwcu/>

Senator Nina Shmorhun announced that the Earth, Space, and Environmental Sciences Department has an earth science event on Thursday, October 12. There will be demonstrations like a drone demonstration and aerial demonstrations on the football field that day. There will be volcano simulations and the new wave tank will be part of the event. Faculty will be discussing all of the careers and research in these fields.

Senate President Wendy Nelson said that VP of Instruction, Tina Recalde will be at Senate next week talking about restructuring Instruction. She encouraged Senators to spread the word and let other faculty know they can attend the meeting to hear her presentation.

AGENDA CHANGES

President Nelson said that Action Item E is being pulled from the agenda. There are curriculum issues that need to be resolved before the approval.

APPROVAL OF MINUTES

Motion 1: MSC Doyle Bauer/Mobilia

Faculty Senate approval of Faculty Senate meeting minutes dated September 25, 2023 as amended (Exhibit 1).

Abstentions: Tanessa Sanchez

The motion carried.

ACTION

A. Confirm New Senators

President Nelson said no official action was necessary to confirm the new Senators. She welcomed the following new Senators:

Rodolpho Jacobo (23-24)
Lakshmi Paranthaman (23-26)
Seth San Juan (23-26)
Tanessa Sanchez (23-26)

B. Curriculum

Motion 2: MSC Faulkner/Bagaglio

Faculty Senate approval of Curriculum Committee actions approved at the October 4, 2023 Curriculum meeting (Exhibit 2).

The motion carried.

C. Committee on Committees Elections

Motion 3: MSC Zavodny/Faulkner

Faculty Senate approval to accept the results of the ballot for the following positions (Exhibit 3).

The motion carried.

Distinguished Faculty Award Committee – **Andrew Steinberg**, Faculty, Part-time (23-25)
Dean L&L Hiring Committee - **Sonia Brighenti**, Faculty, World Languages
Dean L&L Hiring Committee – **Rocco Versaci**, Faculty, English Reading & Humanities

Dean L&L Hiring Committee – **April Cunningham**, Faculty, Library
Dean L&L Hiring Committee – **Lawrence Lawson**, Faculty, ESL
Interim Director, Disability Resources Hiring Committee – **John O’Loughlin**, DRC Director Hiring Committee

Senators expressed concerns that important faculty positions on hiring committees stay vacant. Some Senators supported the idea of using more recruitment methods or emailing additional calls. Contacting department chairs directly warning them that their division/department will have no voice on those committees, may be helpful. Other Senators said that sufficient calls already go out with all the information and faculty need to step up and volunteer. In instances where a specific department needs faculty participation on a hiring committee, the department could make the decision/selection of who serves on the committee, turning the burden or responsibility over to the department chairs. Another concern was that HR conducts training sessions just on Thursdays. It would be helpful to conduct training on other days of the week as well.

D. AP 7120 Interim Hiring Committee Composition Update

Motion 4: MSC Fererro/Lawson

Faculty Senate approval of changes and/or recommendations made to AP 7120 (Exhibit 4).

The motion carried.

President Nelson explained to Senators that the revised AP 7120 document will go to EECC first before going to College Council and the Policy Tech Review Committee. Nelson summarized the changes.

Motion 5: MSC Faulkner/Bagaglio

Faculty Senate approval to confirm the following faculty member to serve on the Hiring Committee for Dean of L&L if a representative from Speech Communications/Forensics/ASL is not identified by the deadline:

The motion carried.

Dean L&L Hiring Committee – **Elena Villa Fernández de Castro**, Faculty, At-large

E. AP 4105 Distance Education – Tabled.

INFORMATION

A. ASG Report

Kengo Hotta said the recent ASG meeting focused on getting internal affairs set up so ASG can run smoothly this semester. Student activities are increasing which is a great sign that students want to be involved on campus. Student clubs are thriving as well.

B. Discuss Contract Language, On-contract vs. Non-instructional (Exhibit 5)

Vice President Fererro said faculty feedback is needed to structure future negotiations appropriately. PFF has gotten a lot more questions from faculty and administration about when faculty are on contract and then when off contract. Most faculty are 10 month employees, which would indicate that there are 2 months that faculty are not on contract.

The way that Palomar's compressed calendar works has by default resulted in more months that faculty are not technically on because many people don't teach winter intercession and many faculty don't teach during the Summer. Combined, this is more than 2 months off.

Senator Fererro said that PFF did clarify some of this in the contract last year, where PFF did indicate that when an intercession is on, there's things that occur during those non instructional days. It's non instructional time. PFF is contemplating the necessity to clarify even further when faculty are on contract versus off contract. And what does non-instructional days mean?

Senator Fererro shared her screen and summarized existing language in Articles 4, 10 and 12 in the contract. She said there is still confusion. She said that although there is already language, PFF is wondering whether faculty feel it would be beneficial to be more definitive about what non-contract time is for 10 month faculty. For 11 month faculty, it's not as much of an issue because they might take their one month off contract at various times during the year. So, what is that 2 month period: commencement to August meaning June and July are the off contract months. During August, faculty are technically on contract but it's non-instructional time and faculty still would not have mandatory meetings that wouldn't be compensated. This could be seen as a bad thing because faculty are used to being off for longer.

Senator Lawson said that it is in the best interests of faculty for PFF to further clarify or define what these important terms mean.

Senator Falcone asked for better clarification of what the expectations are of faculty when they are on contract outside of the academic year. What are the work expectations? VP Fererro said during this on contract time, PD can be done. Faculty must be responsive during contract time. For example, during the Winter intercession, faculty cannot have an auto email reply saying they are off contract in January. This holds true for the month of August as well because yes, faculty are on contract.

President Nelson said that as a faculty leader, having time to discuss and implement new processes and hold important faculty training sessions is challenging because of the current structure. Prior to the academic year starting, we only have one day when all FT faculty are required to be on campus and once the semester begins everyone is busy teaching. We need to have some discussions around how we do these things during our on-contract non-instructional time and ensure that faculty will attend.

VP Fererro reminded everyone that this issue was not a problem when there were 18 week semesters. Classes began much earlier in August and then again in the middle of January. Since Covid, it has become more of a question mark and a concern because there's also important work that the District needs to get done that faculty want and need to have a voice in. That can't happen right now for almost 4 months of the year. For a third of the year, the College operations grind to a halt because faculty are off contract.

VP Fererro thanked everyone for their feedback.

B. Feedback From Retreat Discussions on Senate Goals and 10+1+1 (Exhibit 6)

President Nelson asked Senators to take some time to review the exhibit from the retreat. She said there were great ideas, great questions and some things that Senate should focus on this year. Council will also review and help prioritize the goals. Nelson added that Faculty Senate needs to review the constitution and potential bylaws again. A constitution committee will be formed this semester. As far as the goals are concerned, Nelson said Senate will be reviewing them hopefully again next week.

C. Review AP 4021 Program Development, Revitalization, and/or Discontinuance and Changes to New Program Committee (Exhibit 7 and 8)



Edit

Convert

E-Sign



Your files /



Minutes100923Approved

PDF



1



Senator and Curriculum Co-Chair Vickie Mellos shared the exhibit explaining that the current AP refers to IPC and that language has been replaced with EESSC.

Senator Mellos also shared and explained the Governance Structure Group Request form showing that the New Program Committee will be replaced by the Program Development, Revitalization, and/or Discontinuance Committee, reporting to EESSC. Mellos will ask Curriculum to provide clarification in the AP language regarding program discontinuance, primarily the duties component.

D. Provide Feedback for ASCCC on AB 928 – Tabled.

E. Review Reports From Faculty Senate Reporting Committees and Areas – Tabled.

F. Work in Small Groups to Discuss Suggested Goals for 2023-2024 – Tabled.

ADJOURNMENT The meeting was adjourned at 3:50.

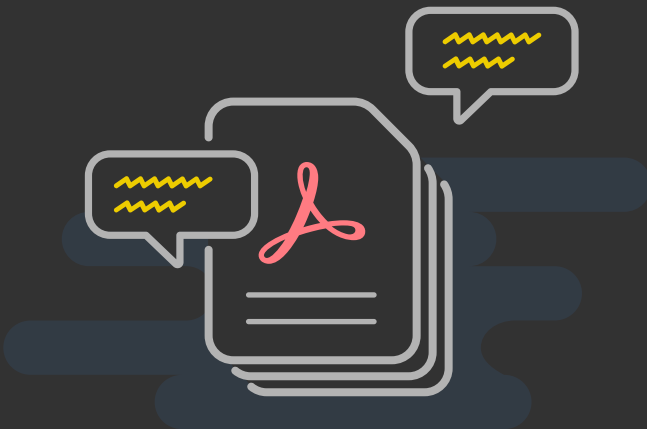
Respectfully submitted,


Molly Faulkner, Secretary

Comments



Add a comment



No comments

To add a comment or @mention someone, type in the text box.



5

5



EXHIBIT 2

October 16 2023								
Name	Division	Department	Committee	Position	How will you utilize an Equity and Antiracism lens in your work with this committee, or in what ways will you commit to learning about Diversity, Equity, Inclusion, and Antiracism and how will that influence your role on the committee?	What are the knowledge, skills, and abilities you will bring to this committee?	ACTION	Notes
Michael Dudley	SBS	Psychology	Equivalency Committee	Faculty At-Large (22-24)	Individuals from all walks of life bring tremendous knowledge and experience to the roles they fulfill. By celebrating this diversity of viewpoints, Palomar can only increase its efforts in DEI initiatives. Such perspectives are critical to student success.	I have previously served on this committee and am very knowledgeable with how it is structured, how decisions are made, and how establishing the equivalency of applications from candidates to Palomar can reflect the values and high standards that our institutions holds dear.		Two open positions: AMBA and MSE at present. This would be filled at-large until end of Spring '24.
Richard Albistegui-DuBois	MSE	Biology	Academic Review Committee	Faculty, Instruction / Library (22-24)	The Academic Review Committee deals with an interesting variety of issues. I am committed to assessing each situation from an unbiased and objective position, but doing so requires an ongoing examination of my own biases and prejudices. Achieving actual objectivity and neutrality requires a commitment to equity, anti racism, and diversity.	I can offer a heartfelt commitment to justice, fair hearing and consideration, and an interest in subtleties.		

AB 928

Student Transfer Achievement Reform Act

AB 928 Goals

- Ensuring a **reduction in the number of excess units** accumulated by California Community College students before transferring to four-year postsecondary educational institutions.
- **Eliminating repetition** of courses at four-year postsecondary educational institutions taken by California Community College students who successfully transfer into four-year postsecondary educational institutions.
- **Increasing the number of California Community College students who transfer** into a four-year postsecondary educational institution through an ADT pathway.

What will it do?

- Creates a singular lower division general education (GE) pathway for transfer to both UC and CSU - California General Education Transfer Curriculum (Cal-GETC)
- Requires students to be placed on ADT unless they opt out

Impacts

- Places students on ADT (Associate Degree for Transfer) unless they opt out
- Reduces unit requirement to 34 units
- Oral communication included with changes to course
- Arts & Humanities and Behavioral & Social Sciences limited to two courses
- Lifelong Learning and Self-Development not included
- Ethnic Studies included

CAL-GETC, approved May 2023

CAL-GETC SUBJECT AREAS	SUBJECT AREA DESCRIPTIONS	COURSES PER SUBJECT AREA
Area 1 – English Communication	One course from each 1A, 1B, and 1C subject area. Area 1A: English Composition- 1 course (3 semester or 4 quarter units) Area 1B: Critical Thinking and Composition- 1 course (3 semester or 4 quarter units) Area 1C: Oral Communication- 1 course (3 semester or 4 quarter units)	3 courses (9 semester or 12 quarter units; 3 semester or 4 quarter units for each of 1A, 1B, and 1C)
Area 2 – Mathematical Concepts and Quantitative Reasoning	One course in Area 2.	1 course (3 semester or 4 quarter units)
Area 3 – Arts and Humanities	One course from each 3A and 3B subject area. Area 3A: Arts- 1 course (3 semester or 4 quarter units) Area 3B: Humanities- 1 course (3 semester or 4 quarter units)	2 courses (6 semester or 8 quarter units)
Area 4 – Social and Behavioral Sciences	Two courses from two academic disciplines or in an interdisciplinary sequence.	2 courses (6 semester or 8 quarter units)
Area 5 – Physical and Biological Sciences	One course from each 5A and 5B subject area. One of the two courses must include a laboratory. Area 5A: Physical Science- 1 course (3 semester or 4 quarter units) Area 5B: Biological Science- 1 course (3 semester or 4 quarter units) Area 5C: Laboratory- (1 semester or 1 quarter unit)	2 courses (7 semester or 9 quarter units)
Area 6 – Ethnic Studies	One course in ethnic studies or in a similar field provided that the course is cross-listed with ethnic studies.	1 course (3 semester or 4 quarter units)
TOTAL		11 courses (34 semester or 45 quarter units)

Timeline

- 8/1/2024: Students placed on ADTs
- 2025-2026: GE Implementation (Cal-GETC)

Submit input on AB 928

[ASCCC Feedback Form](#)

Institutional Effectiveness, Planning, and Fiscal Stewardship Council (IEPFSC)

Report submitted by: Glyn Bongolan

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

1. Dr. Studinka will be the co-chair of IEPFSC along with Dr. McDonald.
2. Accreditation Follow-up Report was reviewed. Points include encumbering all vacant positions such as budgeting of administrators and that 16.67% is 2 months of expenditures.
3. PRP timeline update: 2023-2024 PRPs will occur in Spring, and college may start with annual reviews. Focusing on updating instructional PRP forms first.

Future Focus:

Currently reviewing and establishing goals for the Council.

Goals:

TBD.

Committee on Service Learning

Report submitted by: Gina Wilson

Did your Committee meet last month? No

Accomplishments and/or Topics of Importance:

Future Focus:

Goals:

Distance Education Committee

Report submitted by: Kelly Falcone

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

In our first meeting:

We spent time reviewing the DE Committee goals from the previous two years, highlighting committee accomplishments and opportunities for continued work. We also assigned members to ISC (Kelly Falcone), Academic Integrity Taskforce (Tanessa Sanchez), and CALM (possibly Barbara McPherson). We then brainstormed possibly goals for the current year.

In our second meeting:

Kelly shared information learned from the Website Advisory Group (WAG) meeting. The DE Coordinator is a member of WAG, which is an advisory group that is not a part of our official shared governance. The Web admins shared two new tools: Cludo and Monsido. Cludo is a Search analytics tool used by the web admins to improve website search results and to understand what users are most commonly searching for. "Email" is consistently one of the monthly top 5 search terms. Monsido is the new tool to assess website accessibility. Web admins must request access to Monsido, it is not integrated within Wordpress. Once access is granted, Monsido is accessed through SSO. The DE Committee shared feedback about the website and questioned whether WAG should be an official committee in shared governance.

There have been conversations around the creation of an Intranet. An Intranet could be a helpful way to simplify our website by removing employee specific information from the public website to an employee-centric intranet. This could help us create a more accessible student-centered and public-centered website.

DE Approved a new version of AP4105 that clarifies course modalities. The AP will now go through shared governance for approval.

Kelly provided an update from State and regional DE Coordinators. Regionally, funding for DE is a challenge across the colleges and all discussing what a DE Recertification process might look like. There is also interest in utilizing DE data in support of creating intentional DE programs that communicate the value of DE modalities. At the state level, it was announced that @ONE has been funded for an additional 3 years with a new contract and will continue to support POCR across the state. There was a presentation on a new tool in Canvas called Instructure Impact that is now paid for by the state and included in our Canvas license, each college has to pay a one-time implementation fee of \$3,700 to use it. Impact provides valuable analytics and the ability for communication campaigns within Canvas. The CVC now has 107 Home Colleges and 47 Teaching colleges with the expectation to reach 70 Teaching Colleges by the end of the Academic year.

The Committee provided feedback on the monthly ID and DE newsletter suggesting the inclusion of "quick tips". The Committee discussed goals for this year and focused on possibly three main goals: 1.) Increasing the number of Quality online courses we offer by utilizing our POCR process to help faculty earn "Quality-Review" badging. 2.) Focusing on DE data for data-driven scheduling and deeper understanding of student preferences and needs for DE modalities. 3.) Developing a faculty-centered, easy-to-use Distance Education handbook.

Future Focus:

Finalizing our goals and working on implementation of those goals.

Goals:

Not yet set.

Employees, Community, Communication Council

Report submitted by: Jenny Ferrero

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

ECCC discussed the newly proposed residency policy (seen for the first time this month), the expected HighPoint updates, and results of the 2023 Governance Survey.

Future Focus:

We will continue to provide edits and feedback on the residency policy.

Goals:

Faculty Service Area Committee

Report submitted by: Jason Jarvinen

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Welcoming new committee members; reviewing progress made last year; setting goals for the coming year

Future Focus:

Reviewing discipline Faculty Service Areas that are due for review.

Goals:

In progress

Equitable Placement and Completion Committee

Report submitted by: Erin Feld

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

This was our first meeting of the semester, so there were a lot of updates on things that have been happening related to AB 705/1705. In addition, there was discussion of the budget being received from the Chancellor's Office and Leanne Maunu and Fari Towfiq are overseeing the use of those funds.

Future Focus:

We will be working on setting goals for the school year in our October meeting.

Goals:

Academic Integrity Taskforce

Report submitted by: Katy Farrell

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

We confirmed our membership and held our first meeting on Wednesday, September 27. We are still in need of a faculty representative for CTE. We began work on Goal 1: Review and update Academic Integrity policies by reviewing our current BP/AP 5500 and AP 5520. We have begun work on a new AP policy, proposed AP 5505, that defines academic integrity and clarifies procedures for addressing possible violations and remediation of academic integrity.

Future Focus:

Developing AP 5505. Secure funding/resources for the taskforce initiatives and promotion

Goals:

Goal 1: Review and update Academic Integrity policies . Goal 2: Secure funding/resources for the taskforce initiatives and promotion. Goal 3: Address faculty support/expectations for upholding academic integrity (DEIAA). Goal 4: Transparency for students to find information about Academic Integrity.

Sabbatical Leave

Report submitted by: Mark Clark

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Approval of reports from Spring 2023 and Full Year 22/23 sabbaticals as well as two late revisions of sabbaticals from Fall 2022. All reports were approved, a few with minor revisions that will be reviewed by the co-Chairs. We also provided a sabbatical leave workshop for faculty interested in applying for sabbaticals for next academic year.

Future Focus:

Discuss the current Equivalency Credit form and make changes that seem needed. Re-design of the Application Revision form. Launch of the digital storage project in the library for past and future reports. Review applications for 24/25 sabbaticals.

Goals:

Move all applications through the approval process efficiently.

Institutional Effectiveness Planning and Fiscal Stewardship IEPFSC

Report submitted by: Glyn Bongolan

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

No additional updates from last report submitted via this form.

Future Focus:

Goals:

SLO Coordinators

Report submitted by: Aundrea Tavakkoly

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

We are working on new processes for GEILO assessment, and onboarding our newest member, and discussing different technologies requirements in order to choose a new assessment tracking technology.

Future Focus:

Deciding between META and Nuventive for SLO assessment tracking and reporting out assessment results in the most meaningful way, developing a new system of assessing GEILOs and PLOs that will be tied to course SLOs. Getting all the SLOs approved for courses in META queue.

Goals:

Equivalency Committee

Report submitted by: Scott Klinger

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

The Equivalency committee continues to meet to review applications.

Future Focus:

N/A

Goals:

N/A

College Council

Report submitted by: Nelson

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

We reviewed the accreditation follow up report, our 2022-23 goals, the College's Competencies & Criteria, the intent of AP 5030 - student health services, the planned mural at the Escondido Center, the Vision Plan 2035, and concerns around food services on all campuses. There was a lot of discussion around the health fee being charged to students at the centers, lack of food on the San Marcos campus and the centers and the content of the planned Escondido Center mural.

Future Focus:

The mural at the Escondido Campus, 2023-2024 Goals, Policies and Procedures Review and Revision Process, and the Accreditation Follow Up Report.

Goals:

not yet

EESSC

Report submitted by: Wendy Nelson

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Instructional PRP Committee and process, EESSC mission and membership, results of the governance survey, College Competencies and Criteria, EESSC Goals, AP 5030, Priority Registration Recommendations and Highpoint. Some highlights - it was difficult determining who was on the council and tracking down membership (something the College needs to work on); the results of the governance survey did not provide much feedback; some council members wanted more representation on the Instructional PRP Committee but information about instructional programs being the purview of the Faculty Senate was provided.

Future Focus:

Goals, Priority Registrations, Student Equity Plan Activities and Action

Goals:

not yet

Budget Committee

Report submitted by: Wendy Nelson

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Reviewed State Budget, Discussed roles of the budget committee and whether we are fulfilling them, Reviewed Palomar College 2023-2024 budget at the 9-12 meeting and requested that the committee have more time to review budget before it goes to governing board,

Future Focus:

- more clarification on budget development and timeline, Budget Committee Goals
- Update Governance Structure Sheet
- Budget Parameters
- Budget 101
- Communication In/Out
- Reporting understanding
- Student Housing
- SCFF transparency and process
- Strategic College forums
- PRP Process, what is the Budget Committee's responsibility
- FON details and specifics
- What happens to unfunded items in PRP Process (Michelle Barton to attend and review the PRP process and inform the committee about FON)

- Hold Harmless future
- SCFF education and metrics

Goals:

no

Credit for Prior Learning

Report submitted by: Candace Rose

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Credit for Prior Learning (CPL) is helping more students than ever, at Palomar, earn college credits for prior learning, or training and education received in the workforce or military.

In just this fall semester so far...

34 students have petitioned for 41 classes through CPL in 10 different disciplines:

American Sign Language/Deaf Studies

Business

Cabinet and Furniture Technology

French

German

Health

Japanese

Machining

Music

Spanish

In the Military Leadership Program, this semester alone, 134 Active Duty Marines have each earned 4 classes/12-units for their USMC Professional Military Education (PME) for a total of 536 classes.

These credits, along with MIL 199 military work experience classes, allow active duty Marines to earn the Palomar College Military Leadership Certificate of Achievement and two apprenticeship certificates in General Operation Management through the CA Division of Apprenticeship Standards and the Department of Labor.

Future Focus:

Over the next few months, the CPL Coordinator, with the help from brilliant minds in Instruction, is running reports and cross-checking data to ensure accuracy in our CPL databases and CPL website course list.

Goals for the upcoming year include:

- Increasing accessibility and awareness of CPL opportunities to our students
- Continuing to educate and support our faculty on CPL
- Growing our number of CPL eligible courses
- Helping programs attract adult learners, veterans and active duty students into their programs with CPL opportunities

For more information, visit our Credit for Prior Learning website at: <https://www.palomar.edu/cpl/> and contact Candace

Goals:

CALM Committee

Report submitted by: Anastasia Zavodny and William Carrasco

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Spring 2023 the CALM Committee closed out the HEERF grant (our largest to-date: \$250,000). Our faculty completed 62 projects: 7 textbooks, 4 chapters within existing OER textbooks, 12 supplemental material projects, 4 OER reviews, and 35 ZTC trainings. CALM has received two more state-wide grants from the California Community College Chancellor's Office (CCCCO): ZTC Planning Grant (\$20,000) and ZTC Implementation Grant (\$180,000). The CALM Committee co-chairs worked over Summer to catalog all courses offered at the college and their zero textbook cost (ZTC) and low textbook cost (LTC) status. We worked to identify existing open educational resources (OER) which exist related to Palomar College courses, but which have not yet been adopted by campus faculty. This work was funded through the CCCCCO ZTC Planning Grant.

In September 2023, CALM submitted our application for the CCCCCO ZTC Acceleration Grant. The CCCCCO grant call was open for a period of one month. CALM applied for 18 distinct degree and certificate pathways. The CCCCCO is in the process of reviewing applications and making initial awards now. CALM has been notified that two of our pathways have been accepted; this is now pending Palomar College Governing Board approval. We are awaiting response regarding the rest of our applications.

Future Focus:

CALM will continue to focus on the CCCCCO grants and assisting our faculty in converting degree and certificate pathways to Zero Textbook Cost.

Goals:

Tenure and Evaluations Review Board

Report submitted by: Debbie Nielsen

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

TERB has been working to implement new contract language into the evaluations process and scheduling fall 2023 evaluations. Evaluation committees have been set up. Student course evaluations for 4W1, 4W2, and Fast Track 1 have been launched. We have met to review Out-of Cycle evaluation requests and Improvement Plans

Future Focus:

Shortly we will be launching full student course evaluations and will be distributing them to evaluators as soon as they are complete.

Goals:

Accreditation Steering Committee

Report submitted by: Lawrence Hamilton Lawson

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

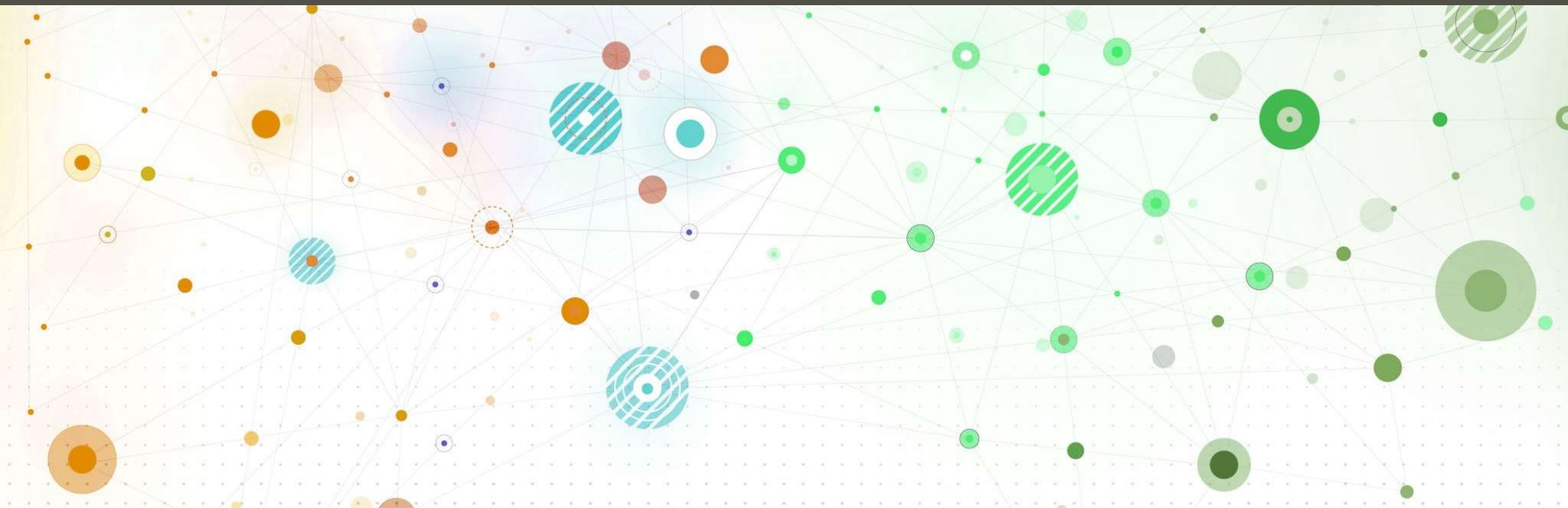
Meeting focused on updating group on Accreditation Follow-Up Report. As the 23-24 Adopted Budget was not what was expected, assumptions written into the Accreditation Follow-Up Report did not match the narrative of the Budget. The Accreditation Follow-Up Report was tabled from the Sept Gov Board meeting in order to reassess based on the actual Adopted Budget. Given there is an Adopted Budget revision at this month's Gov Board, I assume there are new reassessments underway.

Future Focus:

Goals:

Reimagining Instruction

Summary of Event – Fall 2023



Highlights

Attendees

- 54 in person
 - Representing all instructional divisions, Instructional Services, and Human Resources
 - Representation included faculty and classified
- Several through email - faculty

Vote

Division Model

23

Guided Pathways Model

6

Guided Pathways Model

GP is the student-centered and co-created model

More ADAs

Revisit pathway names to better communicate particular paths to students

Humanities class not mean anything to students – agree revisit names; but with this reconsider Languages & Literature on the division model. Like literature, not all “languages” as students would think – learning another language

Could very large areas have assistant deans?

Assistant deans can also act as bridge between areas that would benefit from this connection

If we go with the other model – we need to build GP into jobs

*Not a Pathway –
But needs support*

*Learning Resources &
Academic Supports*

Tutoring with staff for manager/director

Discipline specific tutoring managed by departments but can fall under the umbrella of Learning Resources – BRIDGES

ATRC move to IS, hire IS trainer

Trainer → some parts to IS, website to marketing, Canvas support with Instructional Services

Organize support to meet variety of student needs but coordinate so services are effective and accessible. Be intentional in organizing

Develop writing across the curriculum support

Identify key skills student need for most classes/disciplines (i.e., technology, communication, critical thinking/reading, info literacy);
Organize support that is accessible and coordinated

*Not a Pathway –
But needs
support*

*Community &
Continuing
Education*

Credit for Prior Learning

Competency Based
Education

Community Education

Apprenticeship with
director

Work experience &
work-based learning

Building community
partnerships:

- Career for students
- Funding opps
- Increase enrollment

Free Form Area

No faculty not under a department and a dean. It is too difficult for many needed roles.

More administrative (classified) support to keep up with increased administrative duties; 1 agree

Grants office needs dev. and management personnel

I think we should model closest to transfer universities language and models

Create manuals for training chairs and deans

Create standard operating procedures across departments; 1 agree

Website admin should be part of ATRC or Public Relations office

More ADAs; 2 agree

Continued



- Don't split Library and Library Information Technology Program
- ADA for Library and Library Information Technology
- Dean of Nursing
- I think chairs shouldn't rotate. Hire a good faculty manager as perm chair; 1 agree, 1 not sure
- Multistep process:
 - Look at current org (not just division)
 - Assess needs
 - Consider future direction
 - Devise plan with intention and change management
- Revisit pathway names so they communicate more clearly to students. Reorganize/update division organization to best support operational work
- SBS is different in current GP & div
- Hire 3 deans now: Instruction, Learning support, Health Public Safety (special program); 1 agree

- Be careful when growing programs, that we're not pulling that FTES from other programs. It can create problems for the losing program when trying to make full-time load
- Thematic schools with each having unique culture/flavor
- Specialized counselors working with discipline faculty advisors
- Instructional Dean is a vague concept – we need deans who have specific areas; 2 agree
- Makes sense to have an Instructional Dean to oversee areas in proposed job description
- Need more ADAs to support deans and chairs
- Palomar turnover rate for deans is exceedingly high
- Concerns regarding future of Library department – educational administrator to manage library overlaps with library faculty duties
- Concerned that Library may be placed under a non-instructional division dean. The library is an instructional department. Need to remain under the leadership of an instructional dean that understands and appreciates the role of an academic library as well as experience managing academic certificate/degree programs.

Kinesiology & Athletics

Dean or Associate
Dean

Kinesiology

Nutrition

All sports

Yes! All 3 together
(KINE, NUTR,
Athletics)

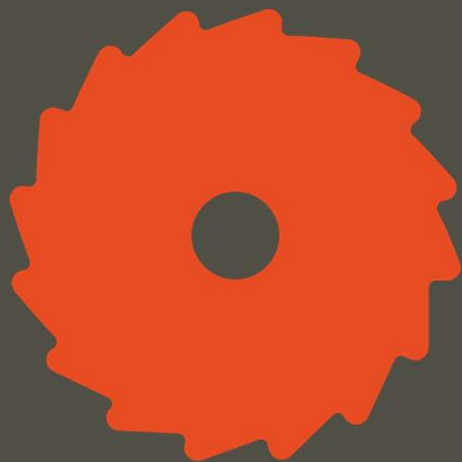
*Currently split between
Instruction & Student
Services

- Same instructors
- Same facilities
- Better support faculty evaluations
- Single PRPs

Other perspective – add a
dean in SS that would
partially oversee Athletics
– would address evals,
PRP, etc.

We now have an
Asst. Chair of
Athletics, too!

Advanced Manufacturing and Technology



Initially began in free form section and then was moved under CTE

- Machining Technology
- Welding Technology
- Furniture Technology/Cabinetry
- Drafting Technology
- Composites
- Auto Technology/Diesel/E.V.
- Advanced Fabrication

Design & Manufacturing should have own ADA

Regroup Trade & Industry and Design & Manu

Need Costco sized 2 story complex

Update program names

Division Model

Rename Divisions to Schools; 1 agree

Assistant Deans for large areas?; 1 emphatic agree

Having seen first-hand the workload our Deans are given, I wholeheartedly vote yes on adding more Dean positions at Palomar. This extreme workload not only has negative effects on one's health and well-being, but also has a ripple effect creating greater workload for our VPI, faculty and staff.

It's my understanding that Deans at Palomar have a much greater workload than at other colleges which makes it more difficult for Palomar to recruit qualified administrators. I support this long overdue initiative.

Consider a phased approach to any solution that is tested.

Keeping the existing Division structure but subdividing them with leadership by Assistant Deans to distribute more realistic workloads

Proposed revised divisions (one person's overall comment)



Math, Science, & Engineering

Social & Behavioral Sciences

Languages & Literature

Arts, Media, & Design

Career Education & Workforce Development

Health Sciences & Public Safety

Instruction

Learning Resources & Academic Supports (Associate Dean)

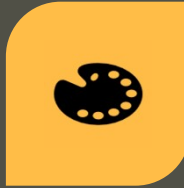
Kinesiology and Athletics

Current Organizational Structure



Suggested Organizational Structure for Instruction

Deans – 8
Associate Dean – 1
Directors - 3



ARTS, MEDIA, &
DESIGN



LANGUAGES &
LITERATURE



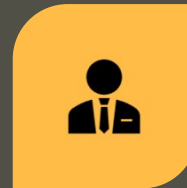
MATH, SCIENCE, &
ENGINEERING



SOCIAL &
BEHAVIORAL
SCIENCES



HEALTH
SCIENCES &
PUBLIC SAFETY



CAREER
EDUCATION &
WORKFORCE
DEVELOPMENT



INSTRUCTION



LEARNING
RESOURCES &
ACADEMIC
SUPPORTS

Recommended New Positions



Dean of Health Sciences and Public Safety

Dean of Instruction

Dean of Learning Resources and Academic Supports

Director of Nursing

Media Operations Manager – replacement position

Arts Operations Manager – replacement position

Health Sciences & Public Safety

Nursing with a director; 10 in agreement

Public Safety needs new facilities

Nutrition should be here; 2 in agreement

Health/Kinesiology (add Nutrition as discipline)

Fire, Police/Public Safety

Nursing, Dental, EME, Public Safety

AODS?

Dental Assisting; 1 disagree

Director will need classified staff administrative support for accreditation reports

Director Health Sciences (nursing, dental, EME, AODS, KINE) – outside accreditation (except KINE); 1 agreement

Director of Public Safety (police academy, fire academy) – outside accreditation

100% ADA for Nursing CTPS; 1 agreement



Dean of Instruction

Canvas support!

Community Partnerships; 1 “Yes!”

Distance Ed; 1 agree; Dean; More Instructional Designers (1 Yes!); Yes! Staff and Faculty both.

Articulation (1 agree)

Rising Scholars (with VPSS); or is this Student Services?

CPL; 1 agree

Curriculum (1 agree)

Website administration should not be the ADAs responsibility

Dual Enrollment (3 agree)

ADTs, **Catalog** (1 agree), **COCI**

ATRC (manager)

Guided Pathways (2 agree)

Bachelor’s program (1 agree)

TERB (1 agree)

AB 1111

More ADAs

Change management & communication plan to guide how initiatives move forward

DRC

Dean of Instruction

Canvas support!

Community Partnerships; 1 “Yes!”

Distance Ed; 1 agree; Dean; More Instructional Designers (1 Yes!); Yes! Staff and Faculty both.

Articulation (1 agree)

Rising Scholars (with VPSS); or is this Student Services?

CPL; 1 agree

Curriculum (1 agree)

Website administration should not be the ADAs responsibility

Dual Enrollment (3 agree)

ADTs, Catalog (1 agree), COCI

ATRC (manager)

Guided Pathways (2 agree)

Bachelor's program (1 agree)

TERB (1 agree)

AB 1111

More ADAs

Change management & communication plan to guide how initiatives move forward

DRC

Enrollment Management
data analytics

Dean of Learning Resources & Academic Supports

Put instructional grants person in this division

Academic supports for English Language Learners

Chief Integrity Officer

- Set standards to prevent cheating

- Faculty trainings

- Send cease and desists for copyright infringements (course, Chegg, etc.)

- Handle disputes

Instructional Design (1 agree)

Service Learning

Distance Ed

Need this – tutoring, etc. should not be under division deans

Career Services

Community Partnerships

Library – 1 disagree

Library, tutoring, ATRC, PD – 2 agree

Need clear vision of what services are needed and how to organize effectively and staff/advisor who stay with to implement

ATRC manager

We need a dean dedicated to tutoring but tutoring details should be worked out by faculty in the departments (1 agree)

Could be Associate Dean under Dean of Instruction

Math Science learning center needs to stay under control of Math & Science department/division leadership

Writing & Reading center should stay under L&L

Discipline specific tutoring be supervised by faculty in that discipline (1 agree)

Organize support to meet variety of needs/students but coordinate so services are effective and easily accessed. Be intentional in organizing

Have an ADA for the library

Return Library Sciences to Social & Behavioral Division?

Dean of Learning Resources & Academic Supports

Put instructional grants person in this division

Academic supports for English Language Learners

Chief Integrity Officer

- Set standards to prevent cheating

- Faculty trainings

- Send cease and desists for copyright infringements (course, Chegg, etc.)

- Handle disputes

Instructional Design (1 agree)

Service Learning

Distance Ed

Need this – tutoring, etc. should not be under division deans

Career Services

Community Partnerships

Library – 1 disagree

Library, tutoring, ATRC, PD – 2 agree

Need clear vision of what services are needed and how to organize effectively and staff/advisor who stay with to implement

ATRC manager

We need a dean dedicated to tutoring but tutoring details should be worked out by faculty in the departments (1 agree)

Could be Associate Dean under Dean of Instruction

Math Science learning center needs to stay under control of Math & Science department/division leadership

Writing & Reading center should stay under L&L

Discipline specific tutoring be supervised by faculty in that discipline (1 agree)

Organize support to meet variety of needs/students but coordinate so services are effective and easily accessed. Be intentional in organizing

Have an ADA for the library

Return Library Sciences to Social & Behavioral Division?

CCC Tech Connect

Arts, Media & Design

Move Business out to _____ ?; SBS ☺; maybe SBS? To align business and economics?

Need more ADAs; 2 agree

Woodworking

Graphic Communications, Technology, Convergence, departments we collaborate with

Business, Art, CSI, Fashion, Media

Architecture, Interior Design, Fashion Design, Furniture Design

Palomar School of the Arts and Media → public recognition; Create this!

Media Studies, KKSM, Palomar College Radio, Photography, PCTV

Dean:

Media Manager – KKSM, PCTV, DBA, Photo

Arts Manager – Boehm, Performing Arts, Art, Graphics

Amazing idea!

Each manager will need secretary/asst or “ADA”

Questions



- Schools or Divisions
- Kinesiology and Athletics
- Career Education & Workforce Development or
Industrial Technology & Workforce Development
- ESL Manager
- Where do Business, Health, KINE, NUTR, and AODS want
to reside?
- Advanced Manufacturing and Technology department
- Dual Enrollment – Associate Dean or Director

Thoughts and Concerns

