



MEETING

2024-11-18

EXHIBITS 1-7

Faculty Senate Community Agreements

We agree to: Be visible and stay engaged * Commit to open, honest conversation * Listen respectfully and actively to learn and to understand others' views * Share airtime and be conscious of time * Lean into discomfort and be brave * Critique ideas, not people * Consider our own identities and make no assumptions * Not ask individuals to speak for their (perceived) social group * Actively combat racism, discrimination, and microaggressions * Act in solidarity with marginalized communities



MEETING OF THE FACULTY SENATE

Date: Monday, Nov. 18, 2024

Time: 2:30-3:50pm

Location: LRC-116 and Zoom

MEMBERSHIP

Adams, Ben
Backman, Russell
Brooks, Mary Ellen
Chamorro, Santo (ASG)
Dalrymple, William
Doyle Bauer, Alexandra
Falcone, Kelly
Guillen, Adriana
Gushansky, Gene
Jarvinen, Jason
Lawson, Lawrence
Martinez, Melissa
Mellos, Vickie
Mufson, Michael
Nelson, Wendy
Paranthaman, Lakshmi
Parenti, Marina
Pearson, Beth
Shmorhun, Nina
Siminski, Nicole
Wolters, Ashley
Zavodny, Anastasia

AGENDA

A. Opening

- a. Call to Order
- b. Public Comment
- c. Announcements
- d. Agenda Changes
- e. Approval of Minutes, 11-4-24

B. Action

- a. Curriculum, (Exhibit 1 & 2) Mellos
- b. Committee on Committees, (Exhibit 3), Zavodny

C. Information (5 minutes each)

- a. ASG Report, Santo Chamorro, ASG Representative
 - i. Update on ASG activities.
- b. Impending Faculty Senate President Vacancy, Pearson
 - i. Discuss replacing Wendy Nelson as Faculty Senate President.
- c. Committee update, (Exhibit 4), Zavodny
 - i. Review Senate subcommittees, including scope, Brown Act, and participation.
- d. Classified Hiring Resolution, (Exhibit 5) Falcone, Lawson, Siminski
 - i. Review resolution for feedback.
- e. Committee & Council Reports, (Exhibit 6) Nelson
 - i. Share reports from October meetings.

D. Discussion (10 minutes each)

- a. Constitution/bylaws discussion and voting timeline.
- b. Faculty Senate Goals 2024-2025, (Exhibit 7), Nelson
- c. Instructional updates, Nelson
 - i. Discuss presentation and any existing questions.

E. Adjournment

Academic & Professional Matters: The 10+1+1

Pursuant to rules adopted by the Board of Governors of the California Community Colleges, the Palomar College Governing Board elects to rely primarily on the advice and judgment of Faculty Senate on academic and professional matters.1) Curriculum including establishing prerequisites and placing courses within disciplines. 2) Degree and certificate requirements. 3) Grading policies. 4) Educational program development. 5) Standards or policies regarding student preparation and success. 6) District and college governance structures, as related to faculty roles. 7) Faculty roles and involvement in accreditation processes, including self-study and annual reports. 8) Policies for faculty professional development activities. 9) Processes for program review. 10) Processes for institutional planning and budget development. 11) Faculty hiring policy, faculty hiring criteria, and faculty hiring procedure. 12) Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.



Minutes of the
MEETING OF THE FACULTY SENATE
November 4, 2024

PRESENT: Ben Adams, Russell Backman, Mary Ellen Brooks, Santo Chamorro (ASG), William Dalrymple, Alexandra Doyle Bauer, Kelly Falcone, Gene Gushansky (Zoom), Jason Jarvinen, Lawrence Lawson, Melissa Martinez, Vickie Mellos, Michael Mufson, Wendy Nelson, Lakshmi Paranthaman, Marina Parenti, Beth Pearson, Nina Shmorhun (Zoom), Nicole Siminski, Anastasia Zavodny

ABSENT: Adriana Guillen, Ashley Wolters

GUESTS: Erin Feld, Solange Wasef

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 p.m. The meeting was also streamed live on ZOOM.

PUBLIC COMMENTS

None

ANNOUNCEMENTS

Senator Mufson announced that there are some upcoming performing arts events and to check out palomarperforms.com for the latest list of upcoming concerts and shows.

Senator Shmorhun announced that there is an opportunity to participate in the Faculty Cultural Curriculum Teaching Institute (FCCTI). The dates are January 21st and 22nd and the interest form is due by November 29th. A stipend of \$1,300.00 is included upon completion.

President Nelson announced that there will be no meeting next week in observance of Veterans Day.

President Nelson announced the old Faculty Senate office has been cleared out to make a new space for UMOJA and the prior Faculty Senate documents, minutes and manuals have been stored. It is a goal that there will be a place in the future where the more interesting historical items can be stored more accessibly.

President Nelson announced that in her one on one with President Rivera-Lacey, there is a plan to do administrator evaluations for Deans and Vice Presidents in the spring with faculty voice.

AGENDA CHANGES – No agenda changes.

APPROVAL OF MINUTES

MSC: Pearson/Shmorhun

Faculty Senate to approve the minutes for the October 28, 2024 meeting as amended.

The motion carried.

ACTION

A. Curriculum, (Exhibit 1) Mellos

Senator Mellos reported an update that focused on common course numbering.

MSC: Mufson/Paranthaman

Faculty Senate approval of the curriculum action from the October 30th curriculum meeting.

The motion carried.

Nay: Senator Lawson

Abstentions: Senator Adams, Senator Doyle Bauer, Senator Martinez & Senator Parenti

B. Committee on Committees (Exhibit 1), Zavodny

MSC: Zavodny/Paranthaman

Faculty Senate approval of the results of the ballot for the regular committee placements.

The motion carried.

MSC: Zavodny/Paranthaman

Faculty Senate approval of the results of the ballot for the hiring committee for the Vice President of Finance & Administrative Services.

The motion carried.

VP of Finance & Administrative Services Hiring Committee – **Barbara Baer, Kelly Falcone & Lawrence Hamilton Lawson**

C. Faculty Service Area Governance Structure (Exhibit 3)

Proposed changes aimed to ensure representation from various instructional divisions on committees. Senators advocated for the addition of one outside faculty at large member.

MSC: Jarvinen/Paranthaman

Faculty Senate approval Senate approval of the changes to the Faculty Service Area governance structure.

The motion carried.

D. Options for splitting the constitution and the bylaws for faculty vote (Exhibit 4), Dalrymple, Martinez & Shmorhun.

MSC: Pearson/Paranthaman

Faculty Senate to approve an option for splitting the bylaws from the Constitution.

The motion carried.

Roll Call Vote: The Senate was presented with two options:

Option 1: The split that was previously proposed in 2022 – **Dalrymple, Lawson, Mellos, Siminski, & Zavodny.**

Option 2: Moving "Officers and Faculty Council" sections into the Constitution while keeping everything else in the Bylaws. – **Adams, Backman, Brooks, Doyle Bauer, Falcone, Gushansky, Jarvinen, Martinez, Mufson, Paranthaman, Parenti, Pearson, Shmorhun & Chamorro (ASG)**

MSC Pearson/Parenti

Faculty Senate approval of the results of the vote to split the bylaws from the Constitution.

The motion carried.

INFORMATION

A. ASG Report, Santo Chamorro

Santo Chamorro, ASG Representative, gave a brief report.

- a. There was no ASG meeting on the Friday prior.
- b. The Halloween event was reported to have gone well.

B. ASCCC Resolutions (Exhibit 5), Nelson

Solange presented information to the Faculty Senate regarding a resolution being proposed at the ASCCC (Academic Senate for California Community Colleges). The resolution centers around integrating nutrition science into the general education curriculum as a Cal-GETC Area 5B subject, which encompasses biological sciences. Solange explained the goal of the resolution and offered background information about the current status of nutrition courses within general education requirements.

Discussion Points included:

- a. Potential discrepancies in minimum qualifications and the rigor of nutrition courses compared to traditional science courses.
- b. The purpose and implications of passing this resolution as an ASCCC resolution, inquiring about the next steps and the process for eventual inclusion in CAL-GETC.
- c. The Curriculum Committee will further review the resolution and provide feedback.

C. Committee Update (Exhibit 6), Zavodny

Tabled.

DISCUSSION:

A. Develop Goals for 2024-2025, (Exhibit 7), Nelson

Wendy Nelson presented a list of potential goals, categorized based on feedback received during the Senate retreat.

- a. The discussion focused on assigning tasks to appropriate committees, clarifying faculty responsibilities, addressing strategic enrollment management, and ensuring a smooth transition to Brown Act requirements for subcommittees.
- b. A key point of discussion was the need for faculty voice in strategic enrollment management, particularly concerning student needs and experiences in course scheduling.
 - i. It was noted that existing strategic enrollment management efforts primarily emphasize efficiency and data-driven approaches, potentially neglecting student-centered considerations.
- c. Senate members suggested a goal focused on improving meeting organization and efficiency.

B. Instructional Updates, Nelson

- a. Tabled.

ADJOURNMENT: The meeting was adjourned at 3:55 pm.

Respectfully Submitted,


Michael A. Mufson, Secretary

Item I. from BoardDocs Agenda

The following curriculum changes, pending appropriate approvals, will be effective fall 2025:

I.1. ACTION: Credit Program Changes - effective fall 2025

Program Title	Disci.	Award	Units	Justification	Orig.
A. Advanced Geographic Information Systems	GEOG	A.S./C.A.	19-23	The Program Requirements section is being updated to include a new Specialized Concentration course (i.e. GEOG 145 Lidar Data Processing and GIS Integration).	Wing Cheung
B. American Indian Studies	AIS	C.A.	18	We are deactivating AIS 146 and removing it as an elective for the certificate.	Seth SanJuan
C. Architecture	ARCH	A.S./C.A.	27	The additions to the course requirements add valuable design experience to a student.	Joseph Lucido
D. Biliteracy	ESL	C.A.	18-21	Adding ASL in Fall 2024.	Tracy Fung
E. Creo Parametric Drafting and Design	DT	C.A. 8-15	9	Updating associations to historical course proposals. Effecting fall 2024.	Anita Talone
F. Economics	ECON	A.A./C.A.	23	09/25/24 - Reconciling META learning outcomes	Sung Park
G. EMT Basic	EME	C.P.	12.5	Need to add EME 105L	Sarah DeSimone
H. Information Technology	CSIT	A.S./C.A.	30	Industry changes have necessitated re-organization of some of the required and elective courses in the degree. No new courses are proposed.	Stephen R. Perry
I. <i>Item pulled</i>					
J. SolidWorks Drafting and Design	DT	C.A. 8-15	9	Updating associations to historical course proposals. Effecting fall 2024.	Anita Talone
K. Web Design and Development	CSWB	A.S./C.A.	26	Industry changes have necessitated re-organization of some of the required and elective courses in the degree. CSWB 150 PHP is removed and CSIT 150 Introduction to SQL is added	Stephen R. Perry
L. Web Development	CSWB	C.A. 8-15	9	Industry changes have necessitated re-organization of some of the required and elective courses in the degree. No new courses are proposed. CSWB 150 PHP is removed	Stephen R. Perry

I.2. ACTION: New Credit Courses - effective fall 2025

Subj	Nbr.	Title	Trnsf.	Dist. Ed.	Grad. Basis	Open Entry/Exit	Justification	Reqs.	Originator
A. CSNT	130	Linux Administration	CSU	Yes	G/P/NP	No	This is a new course reflecting industry changes and the need for certified Linux professionals.	No	Nicholas R. Green
B. EME	105L	EMT Prep Lab	CSU	Yes	G/P/NP	No	The lab was initially offered as a lecture/lab combo but because the lab does not meet weekly, we needed to separate it from EME 105 and create a separate lab (EME 105L).	No	Sarah DeSimone
C. MACH	117	Blueprint Reading and Geometric Dimensioning and Tolerancing (GD+T)	CSU	Yes	G	No	This course is moving from Drafting Technology to Machining Technology. All faculty are in agreement for this move.	No	Michael Wright

November 6, 2024
Curriculum Committee Actions

D.	MATH	132E	Essentials for Calculus 1 Enhanced	CSU	Yes	G/P/NP	No	The CCC created rules around AB1705. Based on the data for Palomar, we will not be allowed to require pre-calculus courses (Math 110, Math 115, Math 126, Math 127, and Math 135) to STEM majors starting Fall 2025. The college chose Option D from the list of possibilities on the February 27th 2024 AB 1705 STEM Validation document: College choosing this option are planning to enact the STEM Calculus Pathway Placement rules with the innovative preparatory course option with no more than 2-unit of concurrent support. This course will be offered during the two-year innovation period (Fall 2025-Spring 2027). An innovative course will undergo additional validation by July 1, 2027, and must achieve full validation status in order to continue as a placement and enrollment option beyond July 1, 2027. This course is being proposed for local associate degree GE area 2 Mathematical Concepts and Quantitative Reasoning.	<u>Limitation on Enrollment: Per the California Community College Chancellor's office STEM students taking this course must have a GPA below 2.6. or a STEM student that has not met the pre-requisite for Calculus 1 (pre-calculus or equivalent).</u>	Shelbi Hathaway
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I.3. ACTION: New Noncredit Courses - effective fall 2025

	Subj	Nbr.	Title	Trnsf.	Dist. Ed.	Grad. Basis	Open Entry/Exit	Justification	Reqs.	Originator
A.	N ESL	997	Workplace ESL: Medical Fields	No	Yes	P/NP/S	May be P	This course is intended to compliment the N MEDC courses at Palomar College and support English language learners in their pursuit of courses and careers in the medical field.	No	Tina-Marie Parker
B.	N GEOG/N GCIP	902	Preparation for the Basic Proficiency Evaluation for Remote Pilots (BPERP) Certification	No	Yes	P/NP/S	No P	This course prepares students for the Airborne Public Safety Association (APSA)'s Basic Proficiency Evaluation for Remote Pilots (BPERP) certification exam. The exam is based on a standardized test method developed by the National Institute of Standards and Technology (NIST) to quantitatively evaluate remote pilot proficiency by focusing on safety, capabilities, and operational competency. The BPERP certification exam complements the Federal Aviation Administration's Part 107 Remote Pilot Certificate written exam by requiring remote pilots to demonstrate hands-on proficiency in all aspects of drone operations.	No	Wing H. Cheung

November 6, 2024
Curriculum Committee Actions

I.4. ACTION: Credit Course Changes - effective fall 2025									
Subj	Nbr.	Title	Trnsf.	Dist. Ed.	Grad. Basis	Open Entry/Exit	Justification	Reqs.	Originator
A. AJ	103	Community and the Justice System	No	Yes	G/P/NP	No	Course name change to include the intersection of the justice system and the community, not just policing. Catalog description change to include DEIAA, a focus on a multicultural society, and the relationship with the entire justice system. SLOs to include DEIAA Course objectives to align with SLOs, include DEIAA, and include the justice system and community relationships not just policing. Content body of knowledge to include DEIAA and align with the new course name and description. Textbooks- update and provide OER and ZTC options	No	Michelle Soria
B. AJ	141	Enforcement Psychology	No	Yes	G/P/NP	No	Catalog Description: **Reason: To update the course and include real-world scenarios and the concept of pursuing justice in changing and diverse societies. Student Learning Outcomes: to include DEIAA Specific Course Objectives: to include DEIAA and to align the course objectives with the student learning objectives Content in Terms of Specific Body of Knowledge -Reason: to align with the proposed curriculum outline and body of knowledge for the course with the SLO and the Course outcomes. Textbooks: Update	No	Michelle Soria
I.5. ACTION: Noncredit Course Changes - effective fall 2025									
Subj	Nbr.	Title	Trnsf.	Dist. Ed.	Grad. Basis	Open Entry/Exit	Justification	Reqs.	Originator
A. N KINE	906	Hatha Yoga for Older Adults	No	Yes	No	May Be	Adding SLOs and updating to open entry/open exit.	No	Lacey Craft
B. N KINE	981A	Beginning Adapted Aquatics	No	No	P/NP/S P	No	Align the course name "Adapted" with the credit course (KINE 181A) and align the SLO's with the credit course.	No	Lacey Craft

November 6, 2024
Curriculum Committee Actions

C.	N KINE	981B	Intermediate Adapted Aquatics	No	No	P/NP/S P	No	Align the course name "Adapted" with the credit course (KINE 181B) and align the SLOs with the credit course.	No	Lacey Craft
D.	N KINE	982	Adapted Weight Training	No	No	P/NP/S P	No	Align the course name "Adapted" with the credit course (KINE 182) and align the course SLO's to the credit course.	No	Lacey Craft
E.	N KINE	984	Adapted Body Conditioning	No	No	P/NP/S P	No	Align the course name "Adapted" with the credit course (KINE 182) and align the course SLO's to the credit course.	No	Lacey Craft

I.6. ACTION: Distance Education - effective fall 2025

The following courses may be offered as distance learning and meet Title 5 Regulation 55200-55210, effective fall 2025

Course Number	Course Title
A. CSNT 130	Linux Administration
B. EME 105L	EMT Prep Lab
C. MACH 117	Blueprint Reading and Geometric Dimensioning and Tolerancing (GD+T)
D. MATH 132E	Essentials for Calculus 1 Enhanced
E. N ESL 997	Workplace ESL: Medical Fields
F. N 902	Preparation for the Basic Proficiency Evaluation for Remote Pilots
GEOG/N GCIP	(BPERP) Certification
G. AJ 103	Community and the Justice System
I. AJ 141	Enforcement Psychology
J. N KINE 906	Hatha Yoga for Older Adults

I.7. ACTION: Requisites - effective fall 2025

The establishment of the following advisories meets Title 5 Regulation 55003, effective fall 2025

Course Number	Course Title
A. MATH 132E	Essentials for Calculus 1 Enhanced

Limitation on Enrollment: Per the California Community College Chancellor's office STEM students taking this course must have a GPA below 2.6. or a STEM student that has not met the pre-requisite for Calculus 1 (pre-calculus or equivalent).

Item J. from BoardDocs Agenda

ACTION: The following distance education and course reviews, pending appropriate approvals, will be effective spring 2025.

J.1. ACTION: Distance Education and Course Reviews

The following courses have completed the course review approval process. Those eligible to be taught Distance Education meet Title 5 Regulations 5200-5521 and are indicated below. Since these updates have no impact on catalog or college data, they are effective spring 2025.

Subj	Nmbr	Title	Dist.	Originator
A. BIOL	100	Introductory Biology: General Biology	Yes	Wendy Gideon
B. BIOL	101	General Biology (Lecture)	Yes	Wendy Gideon
C. BIOL	101L	Introductory Biology: General Biology (Laboratory)	Yes	Wendy Gideon
D. BIOL	110	Human Genetics	Yes	Matthew Doherty
E. BIOL	118	Introductory Biology: Ecology (Lecture)	Yes	Sara Krause
F. POSC	102	Introduction to United States and California Governments	Yes	Peter Bowman
G. POSC	120	California Government	Yes	Peter Bowman



GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by Vickie Mellos and Tina Recalde Co-Chairs, Curriculum Committee				Date November 6, 2024			
Proposed Name of Requested Group: Curriculum Committee							
	Council	X	Committee		Subcommittee		Task Force
Action Requested:			Add		Delete	X	Change
Role, Products, Reporting Relationships: The Curriculum Committee shall be the preeminent body for the development and recommendation of curricular policy to include philosophy, goals, strategic and long-range planning. The Curriculum Committee shall coordinate, evaluate and review the college curricula to encourage innovation and excellence in instruction. Reporting Relationship ● Faculty Senate for ratification of its action and then via the Vice President for Instruction and the Superintendent/President to the Governing Board.							
Meeting Schedule: 3 – 5 p.m., 1 st and 3 rd Wednesdays, or as needed.							
Co-Chairs: Vice President for Instruction and Faculty Senate Representative							
Members: • Four faculty representatives from each of the following divisions: Languages and Literature; Social and Behavioral Sciences; Mathematics, Sciences and Engineering; Arts, Media, and Business Administration; and Career, Technical, and Extended Education. Part-time faculty representation will be limited to no more than one per instructional division. • Vice President, Instruction (Co-Chair) • All Instructional Deans • Associate Deans (non-voting) • <u>Dean of Instruction (non-voting)</u> • <u>Director Occupational and Noncredit Programs</u> of Continuing Education (non-voting) • Faculty Senate Representative (Co-Chair) • Faculty Representative from Library • Faculty Representative from Student Services • Articulation Officer • Representatives from appropriate areas will be solicited and appointed by the Senate. • Student appointed by ASG (non-voting) • Learning Outcomes Faculty Co-Chair • Student Services Representative • Manager, Instruction Office (non-voting) • Curriculum Specialist • Faculty will serve a three-year term with 1/3 of the membership confirmed each year.							

I. Tasks

- A. It shall be the responsibility of the co-chairs to keep matters of strategic and long-range planning before the Curriculum Committee. Each fall semester, the co-chairs shall identify the strategic planning goals for the year and shall produce a report for Committee review no later than the last meeting of the year on

goals met. In addition, the philosophy and goals of the college shall be reviewed annually from the perspective of the College Curriculum Committee.

1. Approval of new instructional, Associate Degree, Certificate and Noncredit programs.
 - a. Reviews proposed programs to determine consistency with educational master plan.
 - b. Prevents unnecessary duplication and overlap among programs and courses.
 - c. Validates transfer and vocational programs in terms of educational and employment opportunities.
2. Approval of new courses for inclusion in the College Catalog.
 - a. Edits language of catalog description
 - b. Validates appropriate unit value
 - c. Assigns placement within Associate Degree and CSU GE requirements
 - d. Approves placement within Associate Degree and Certificate Programs
 - e. Approves course prerequisites and co-requisites
 - f. Approves basic skills entrance requirements
 - g. Approves cross-listings
 - h. Validates appropriateness of transfer and vocational courses
 - i. Monitors consistency of course numbers
3. Approval of changes to existing programs and courses in keeping with 1 and 2 above.
4. Approval of deactivations of courses and programs from the College Catalog.
5. Establishes procedures for, and conducts a periodic review of, programs and courses.
 - a. Annually reviews courses inactive for four years
 - b. Receives the annual report of the Articulation Officer
6. Recommends college-wide academic performance standards including, but not limited to:
 - a. Graduation requirements
 - b. Minimum academic qualifications and standards for:
 - i. Math and English
 - ii. Associate Degree applicable courses
 - iii. Non-Associate Degree applicable courses
 - iv. Noncredit courses
 - c. Writing Across the Curriculum
 - d. Reading Across the Curriculum
 - e. Critical Thinking Across the Curriculum
7. Monitors Course Outline of Record routine reviews.
8. Establishes standing and/or ad hoc committees as needed.

II. **Division of Labor**

- A. Membership to the subcommittees-shall be appointed by the Co-Chairs maintaining the balance and continuity reflected in the membership of the Curriculum Committee as a whole. The tasks identified above shall be accomplished through the following subcommittees/or task force:
 1. Committee of the whole:

Duties apply to all new courses, programs, and changes in existing courses and programs:

 - a. Prevents unnecessary duplication and overlap among programs
 - b. Approves placement within Associate Degree and Certificate Programs
 - c. Approves cross-listings
 - d. Develops criteria for a timely and systematic review of Course Outline of Record
 - e. Edits language of catalog description and Course Outline of Record
 - f. Recommends college-wide academic performance standards including, but not limited to:
 - i. Writing Across the Curriculum
 - ii. Reading Across the Curriculum
 - iii. Critical Thinking Across the Curriculum
 - g. Monitors consistency of course numbers

- h. Validates appropriate unit value
- i. Approves course prerequisites and co-requisites
- j. Approves distance learning offerings.
- 2. Articulation Officer– General Education and Standards
 - Duties:
 - a. Assigns placement of new courses within Associate Degree, CSU GE and IGETC.
 - b. Approves changes to existing courses with respect to assigning placement within Associate Degree, CSU GE and IGETC.
 - c. Creates the annual report. Recommends college-wide academic performance standards including, but not limited to:
 - i. Graduation requirements
 - ii. Minimum academic qualifications and standards for:
 - 1) Math and English (basic skills)
 - 2) Associate Degree applicable courses
 - 3) Non-degree applicable courses
- 3. Distance Learning Subcommittee
 - Duties: To review:
 - a. Distance Learning components of all courses
- 4. Requisite Subcommittee
 - a. Review of Prerequisites, Co-Requisites, Recommended Preparations and Limitations on Enrollment.
 - b. Review Validation and Supporting Information for Prerequisites, Co-Requisites, Recommended Preparations and Limitations on Enrollment.

III. **Procedure**

- A. Any proposal will proceed through the following channels:
Faculty Originator, Program/Department, Division Dean, the Articulation Officer, Distance Learning and Requisite Subcommittees if appropriate, Curriculum Co-Chairs, Main Curriculum Committee, Faculty Senate, Vice President for Instruction, Superintendent/President, Governing Board. The Curriculum Committee as a whole shall have responsibility for recommending approval to the Governing Board via the Faculty Senate. It shall be the responsibility of the faculty co-chair to facilitate this procedure.

Revised Curriculum Committee 11/6/2024, Faculty Senate TBA

Revised Curriculum Committee 9/6/2023, Faculty Senate 9/18/2023

Revised Curriculum Committee 10/6/2021, Faculty Senate 10/11/2021

Revised Curriculum Committee 10/4/2017, Faculty Senate 10/9/2017

Revised Curriculum Committee 10/1/2014, Faculty Senate 4/28/2014

Revised Curriculum Committee 12/07/2011, Faculty Senate 01/31/2012

Revised Curriculum Committee 9/17/08, Faculty Senate 10/20/08

Revised Curriculum Committee 4/5/06, Faculty Senate 4/17/06

Revised Curriculum Committee 5/5/04 Approved Faculty Senate 5/10/04

Revised PAC 5/8/99 Approved Strategic Planning Council 12/3/03

If change is requested, attach current structure and list proposed changes.

Approved by PAC: 10/2/01

Exhibit 3 2024_11_18-committee-confirmations

November 18 2024							
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
Benjamin Adams	SBS	Health	AB 1111/928 Steering Committee Taskforce	GE Subcommittee: Faculty, Area 6 Ethnic Studies	I bring a DEIA lens with to all the work that I do on campus. My roles as Faculty, Coach and Senator have supported DEIA for faculty and students. I am committed to DEIA and continue to expand my understanding and training through various professional development offerings and real life applications. I look forward to bringing my experiences and voice to the GE Sub-Committee while also working to expand DEIA efforts.	I currently serve as Senator in the Faculty Senate, as well as have served assistant athletic academic counselor also on previous GE workgroups. With these past experiences, I have an intimate knowledge of our current degree patterns, pathways, and their relationship with student success and matriculation. While this GE subcommittee will be reviewing potential changes to the structure of our local AA degree, I can provide insight and feedback to the functionality and viability to those potential changes.	

Committee on Committees

Presentation to Faculty Senate. November 18, 2024
Anastasia Zavodny

Data

Committees

Participation

Senate Committees

Relation to 10+1+1

Considerations

Brown Act

Recommendations

Volunteer process

Current form

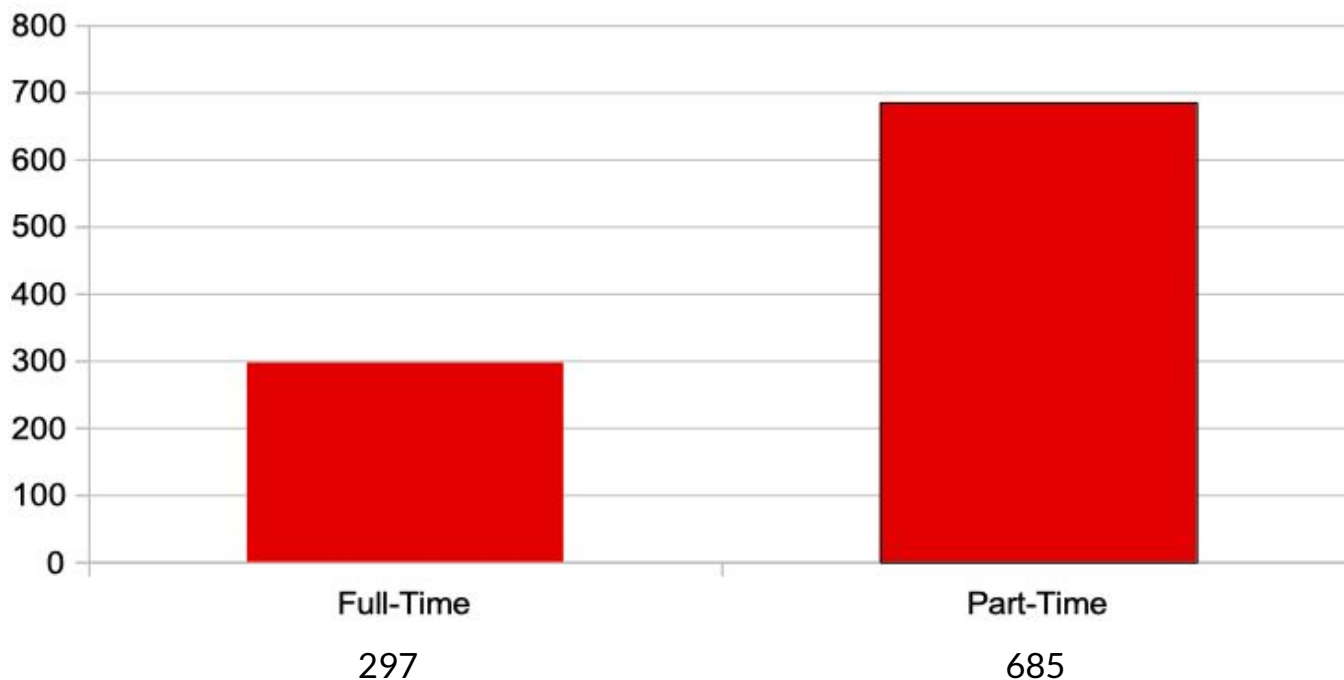
Options for update:

Update form

Update process

Data: The Faculty

Palomar Faculty (October 2024)



Data

Committees

Participation

Senate Committees

Relation to 10+1+1

Considerations

Brown Act

Recommendations

Volunteer process

Current form

Options for update:

Update form

Update process

Data: How Many Committees?

Palomar: 5 councils, Faculty Senate, and ∞ many committees, subcommittees, task forces, and workgroups:

College Council

4 Councils + 3-5 committees*

Equity Education &
Student Success
Council
17 (+2 joint) committees*

Employees
Community and
Communication
Council
7 committees*

Infrastructure
& Sustainability
Council
4 committees*

Institutional
Effectiveness,
Planning, & Fiscal
Stewardship
Council
6 committees*

Other

10 committees*

Faculty Senate

16 (+2 joint) committees*

* ConC Chair's best estimates at current shared governance groups District-wide

Data

Committees

Participation

Senate Committees

Relation to 10+1+1

Considerations

Brown Act

Recommendations

Volunteer process

Current form

Options for update:

Update form

Update process

Data: How Many Committees?

Palomar: 5 councils, Faculty Senate, and ∞ many committees, subcommittees, task forces, and workgroups:

College Council

4 Councils + 3-5 committees*

Equity Education &
Student Success
Council

17 (+2 joint) committees*

Employees
Community and
Communication
Council

7 committees*

Infrastructure
& Sustainability
Council

4 committees*

Institutional
Effectiveness,
Planning, & Fiscal
Stewardship
Council

6 committees*

Other

10 committees*

Faculty Senate

16 (+2 joint) committees*

~ 69
known
current
groups

* ConC Chair's best estimates at current shared governance groups District-wide

Data

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Participation

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Relation to 10+1+1

Considerations

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Recommendations

Volunteer process

Current form

Options for update:

Update form

Update process

Data: How Many Faculty Positions?

With ~69 shared governance groups across campus, how many positions are listed for “faculty”?

Fall 2024: **411** faculty positions

Fall 2017: 384 faculty positions

Data: Faculty Fill Rate

Examining information for the number of unique Full-Time faculty serving on various committees reveals a peak of participation 2020-2021.

Current participation of **unique Full-Time faculty** in shared governance is **below 50%**.

	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Unique FT on committees	158	154	163	172	169	152	150	146
Total FT at Palomar	273	276	309	281	273	275	304	297
Unique FT Participation	57.88%	55.80%	52.75%	61.21%	61.90%	55.27%	49.34%	38.05%
Positions filled by FT	76.82%	80.45%	82.83%	84.75%	84.34%	74.38%	73.83%	66.42%

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The 10+1+1

Title 5 § 53200 (b): Academic Senate means an organization whose primary function is to make recommendations with respect to **academic and professional matters** (at Palomar, known as the "[10+1+1](#)");

1. Curriculum including establishing prerequisites and placing courses within disciplines
 2. Degree and certificate requirements
 3. Grading policies
 4. Educational program development
 5. Standards or policies regarding student preparation and success
 6. District and college governance structures, as related to faculty roles
 7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
 8. Policies for faculty professional development activities
 9. Processes for program review
 10. Processes for institutional planning and budget development
 11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.
 12. *Faculty Hiring*
-

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Faculty Senate Committees

Current committees reporting to Faculty Senate (or jointly reporting to Faculty Senate):

Academic Integrity Taskforce (link) <i>(concludes Spring 2024)</i>	Curriculum Committee (link)	Equivalency Committee (link)
Academic Standards and Practices Committee (link)	Distance Education Committee (link)	FSA Review Committee (link)
Assembly Bill 1111/928 Steering Committee Taskforce <i>(concludes Spring 2025; reports to Curriculum)</i> (link)	DFA Committee (link)	Instructional PRP Committee (link)
Committee on Committees (link)	Educators for Equity, Diversity and Cultural Consciousness Subcommittee (link)	Oversight Committee Grant Funded Programs (link)
Committee on Service Learning (link)	Elections, Petitions, Ethics Committee (link)	Tutoring Committee (link)
CALM Committee (link)	Equitable Placement and Completion Committee (link)	Workforce and Community Development Advisory Group (link)

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Senate Committees & Brown Act

All Faculty Senate committees are subject to the Brown Act.

This means these committees must:

- Post agendas 72 hours in advance of meeting (*24 hours if emergency*)
- Record minutes/ post minutes as approved
- Members meet in-person (or Zoom from Centers)
 - Exceptions are currently allowed until January 1, 2026 by [AB 2449](#) under the following conditions:
 - A quorum must meet in-person in one location
 - A member may Zoom for **just cause** or **personal emergency** without publicly posting their physical location ([SM&W Law Firm statement](#); [SS&D Attorneys statement](#))

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Senate Committees: Recommendations

Amount of committees

- Are all Senate committees still needed?
- Is there a need for an additional committee(s)?

Recordkeeping

- Digital repository for agendas/ minutes for all meetings is needed
 - Who is responsible for updating?
- Uniform templates

Meetings

- Physical meeting space / Hyflex
 - Calendar
 - Who maintains updates?
-

Whereas, Faculty Senate has a role in Processes for Institutional Planning and Budget Development through its 10 +1 +1

Whereas, Faculty Senate is on record asking the Administration questions about institutional planning and budget development related to classified support in our departments and divisions

Whereas, Faculty Senate has no official record of our questions being answered by the Administration

Whereas, staffing shortages harm our classified colleagues

Whereas, staffing shortages inappropriately lead to increased workload for faculty

Whereas, staffing shortages lead to negative impacts in student learning environments

Be it resolved, Faculty Senate requires answers to the following questions:

1. What specific plans and resources are committed to resolving longstanding classified staffing vacancies?
2. If executive council determines which classified positions are “important and needed,” what is the mechanism for faculty and classified voice to be heard in those meetings?
3. What is the specific plan to hire classified support staff for recently new and upcoming administrative positions?
4. How much has the district already budgeted to fill vacant classified positions and upcoming, new, and needed classified positions?
5. Historically, classified vacancies led to their associated budgets being “swept.” Where did those monies go and why?
6. Can classified positions be designated as “important and needed” *before* the vacancy occurs to allow for training?
7. Why are vacant Administrative positions so quickly tended to while vacant classified positions have been left to languish unfilled for so long?

Be it further resolved, the Faculty Senate is committed to being a helpful and proactive partner in improving these areas of Institutional Planning and Budget Development and reminds its partners that ongoing dialogue is required of successful partnerships

Be it finally resolved, we steadfastly support the notion that student, faculty, and district success hinge on a replete and respected classified staff workforce.

Faculty Senate Committee Reports for October 2024

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Tutoring Committee

Report submitted by: Linda Phelps

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Discuss committee goals for 2024 – 2025 schoolyear; Determine workgroup members and goals for 2024 – 2025 school year; Center updates

Finalized workgroups; matched workgroups' goals/tasks with purpose and products of tutoring committee

Future Focus or Goals:

Workgroups will begin meeting to set goals related to purpose/products and will report back to the committee.

Academic Integrity Taskforce

Report submitted by: Marina Parenti

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Taskforce members presented updates to the website, including clarifications on syllabi policies, purpose statements, faculty resources, and plagiarism prevention resources. The task force discussed plans for an Academic Integrity Workshop and considered separating the course into versions for faculty and students. Taskforce members committed to adding content, completing assessments, and launching the course. Additionally, SEO optimization was implemented. The workshop course is one course for both faculty and students. Worked with David Grey on adding course badges for restoration, extra credit, and boosting awareness of Academic Integrity policy and Artificial Intelligence best practices. Consulted with April Cunningham on curating free unlicensed Artificial Intelligence sources as the workshop is through Canvas Commons. Added Beth Pearson to the workshop and Teams as well as a editor for the badging process.

Future Focus or Goals:

Fixing bugs and addressing changes in workshop, launching and campaigning, putting up remaining posters around campus, working with Luis and PD for workshop launch, finalizing survey and its launch with survey monkey, and email campaigns. Will present findings to Senate late December.

Credit for Prior Learning

Report submitted by: Candace Rose

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

The CPL website has a new look! Updated homepage with student testimonials, and easy, navigation next-steps and tabs. Check out the CPL Student Resources and Materials and Resources page. The CPL course-list is undergoing some changes too - coming soon.

The deadline to petition for Credit by Exam or Portfolio review has passed (Oct 21, 2024) but students can still petition for Industry Certification or Military Transcript through Dec 2nd.

Reminder to faculty and students who are completing Credit by Exam and Portfolio assessments - faculty must post the grade into the CPL petition form by Dec 2nd, and students must accept/decline their grade by Dec 9th. Faculty will

then post the student's grade into MyPalomar/eservices the last week of classes.

Exhibit 6 Faculty Senate Committee Report for Oct. 2024

The CPL Coordinator, Candace Rose, and CPL & VA Counselor, Tina Barlolong, attended the 50th Annual CAEL (Council for Adult and Experiential Learning) Conference in New Orleans in October to meet CPL champions from across the country and world, and learn new strategies for strengthening our own CPL program at Palomar.

Palomar now offers students 261 CPL eligible courses in 48 disciplines!

Future Focus or Goals:

Our goals over the spring semester, are to grow our ACE ID military transcript articulations, continuing updating our website, messaging CPL opportunities to our students, and helping our military and working adult learners save time and money on their college education.

If interested in developing a "CPL Pathway" into your program, contact Candace Rose at cpl@palomar.edu.

Did you know? Overall, adults who earn credit for prior learning are 17% more likely to graduate than adults who do not. The CPL completion benefit is 25% for adults at community colleges, 24% for Hispanic adults, 13% for Black adults, and 19% for Pell Grant recipients. CAEL org:

<https://www.cael.org/lp/cpl-pla#:~:text=Overall%2C%20adults%20who%20earn%20credit,19%25%20for%20Pell%20Grant%20recipients>.

Learning Outcomes Subcommittee

Report submitted by: April Cunningham

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

We finished our local processes for preparing to reconcile the SLOs in META and Nuventive. The spreadsheets we created are now with the META and Nuventive teams so that those systems are being updated. They hope to have it finalized next week (Nov. 15).

We made progress with Nuventive in the following areas:

Continued clean-up of database errors as we find them through our work with SLO facilitators.

Creating a way to display the results of course learning outcomes assessed in Canvas that are mapped to program and institutional learning outcomes.

We worked with IS, the Instruction Office, and Nuventive to develop a process for updating SLOs in Nuventive and Canvas despite not having a stable unique identifier available from META. We're waiting on a ticket response from META for a sustainable way to resolve this. For now, we have a temporary fix.

We provided feedback on the PRP update.

The first reading on the updated LOSC governance structure occurred at Curriculum. We got minor suggestions and incorporated those.

As of 11/8 we have held all one-on-one facilitator meetings.

SLO co-coordinators are providing feedback to faculty with course and program proposals in curriculum review. We shared with faculty the list of current curriculum standards we apply when reviewing SLOs.

Future Focus or Goals:

Exhibit 6 Faculty Senate Committee Report for Oct. 2024

The SLO Co-Coordinator and the Institutional Effectiveness and Accreditation Coordinator will support the faculty piloting SLO integration into Canvas in the next few months. The pilot project will generate assessment data for faculty to reflect on in the spring. The results of this pilot will support our midterm accreditation report.

We will develop and test a method for providing faculty with a streamlined way to record results of their course learning outcomes assessments in Canvas. We are currently in touch with SLO leaders at Long Beach City College to learn more about the pros and cons of the system that they use. This will help us to determine if a model like theirs could work at Palomar.

We will continue checking that the Nuventive update has been completed accurately.

We will continue training faculty on the new Nuventive interface.

We will complete the process of updating the LOSC governance structure.

We will continue reviewing curriculum, making recommendations for changes or approval related to SLOs, and supporting faculty with SLOs in the curriculum.

TERB

Report submitted by: Marquesa Cook Whearty

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

New forms, contract openers, new evaluation program

Future Focus or Goals:

Forms, improvement plans if applicable, new evaluation program.

PC3H

Report submitted by: Ben Mudgett

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

PC3H discussed the planning of our Pride May festival. The festival will be the week of May 5, 2025. Transgender Day of Remembrance will be 11/20 from 11am-1pm. PC3H has a workgroup to revise the mission, vision, and values.

Future Focus or Goals:

Festival planning, workshops, speakers, film festival, Pride Center counseling, group sessions

Service Learning Committee

Report submitted by: Joe Briceno

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

-For the fall semester, 19 professors offered service learning in ASL, Child Development, Counseling, Education Studies, ESL, Geography, Library & Information Technology, Nursing, Nutrition, Psychology, and Social Work & Human Services. A total of 199 students registered to complete service learning hours with 120 community organizations. By the end of the semester, students are expected to complete 3,250 hours.

-We added Alliance San Diego as a Community Partner.

-We Co-Facilitated a Skillshop with Palomar College Job Developer, titled Supercharge Your Career & Resume with Service Learning Volunteer Experiences.

-We organized a Service Learning Fair with over 15 community partners (Sept).

Future Focus or Goals:

-Review and update community partner list.

-We are currently working with CSU San Marcos and MiraCosta College to plan the Cesar Chavez Day of Service which will be held on Friday, April 11, 2025. Funded by an NCHEA grant and the three campuses.

Curriculum Committee

Report submitted by: Vickie Mellos

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

TOPICS OF IMPORTANCE/ACCOMPLISHMENTS: 1. We approved the Phase I courses for Common Course Numbering. We are developing plans to make the process more streamlined for faculty in Phases II & III and to communicate the transition to students, faculty, staff, and the community. 2. We have had conversations related to our transfer credit policy from institutional accredited colleges/universities. 3. We have been working on incorporating CalGETC in our programs and catalog. 4. We have been reviewing and approving curriculum.

Future Focus or Goals:

GOALS: 1. Sharing information about AB 1111, 928, and 1705 at Senate and campus-wide committees, and make decisions with a student-centered focus. 2. Developing clear guidance and institutionalizing processes and practices for courses transitioning to Common Course Numbering (CCN). Work on student facing documents to ensure students can locate CCN courses. 3. Collaborating with Faculty Senate to create a comprehensive discipline list with Minimum Qualifications. 4. Institutionalizing curricular processes and practices related to baccalaureate degrees. 5. Providing trainings on how to incorporate Diversity, Equity, Inclusion, Accessibility, & Anti-racism (DEIAA) in the Course Outline of Record (COR). 6. Developing a plan to see more elements of DEIAA in the COR. 7. Making a decision on GE local requirements 26/27. Ensuring META program course sequence is accurate.

AB 1111/928 Steering Committee Taskforce

Exhibit C Faculty Senate Committee Report for Oct. 2024

Report submitted by: Vickie Mellos

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

The GE Subcommittee updated the AP/BP 4025 for the 2025 AY and is waiting for feedback to ensure the policy includes all legal requirements. The GE Subcommittee is discussing proposals for our District Requirements for the 2026 AY which will alignment with our college's values and mission and is student-centered. We have also been working on the AP/BP 4025 for the 2026AY.

Future Focus or Goals:

The GE Subcommittee is planning to bring a proposal for our District Requirements (2026AY) to the Curriculum Committee in December. We are working on update BP/AP 4025 PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREE AND GENERAL EDUCATION.

The AB 1111/928 Taskforce is working on making all technical updates necessary to implement Common Course Numbering (CCN) and developing a communication plan to inform the community of CCN.

Faculty Service Area Review Committee

Report submitted by: Jason Jarvinen

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

We reviewed and approved an application for an individual faculty service area. We continued work on two short videos meant to clarify individual and discipline FSAs. We also recently changed our governance structure sheet to add an at-large faculty member and change our meeting schedule.

Future Focus or Goals:

Reviewing individual FSA applications.

EESSC

Report submitted by: Wendy Nelson

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

The College Council asked EESSC to begin discussions about implementing a College Hour at Palomar College. EESSC approved its goals. Several documents were shared and discussed focusing on new program development timeline, new program viability form and the program discontinuance form.

Future Focus or Goals:

Exhibit 6 Faculty Senate Committee Report for Oct. 2024

Equity, Education and Student Success Council

Goals FY 2024-2025

Ensure subcommittees are monitoring implementation of the Student Equity Plan and Guided Pathways Plan.

Deliverables: Reports to EESSC, twice per year

Reassess faculty position priority process. Deliverables: New process, presentation to EESSC.

Ensure Instructional Program and Review process and forms are reviewed and updated. Deliverables: New forms & process, presentation to EESSC.

Explore starting an Honors Program. Deliverables: establish an ad hoc committee, that will complete research, conduct a feasibility study, hold listening sessions, and make recommendations to EESSC. (April 2025)

Explore feasibility of implementing a College Hour. Deliverables: establish an ad hoc committee that will research college hours at other institutions, hold listening sessions and recommend models for consideration. (April 2025) (linked to a College Council goal).

Review EESSC Membership and Subcommittees. Deliverables: Updated membership and reporting committees' list. (April 2025) (linked to a College Council goal).

College Council

Report submitted by: Wendy Nelson

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

The College Council approved a budget committee recommendation to add classified positions in support of students. Reviewed and approved changes to the EESSC governance structure and approved a new web advisory committee. The new policy and procedure process was reviewed. BP 1200 was discussed and a workgroup was formed to review our Vision, Mission and Values. Discussion about Strategic Enrollment Management and where it should live in the shared governance structure.

Future Focus or Goals:

Reviewing and approving policies, naming of the stadium, funding of College Council goals.

CALM Committee

Report submitted by: Anastasia Zavodny & William Carrasco

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

We welcomed one new committee member this month. The Committee continues to review work submitted by faculty as part of ZTC Acceleration grants.

Future Focus or Goals:

We will continue to focus on the management of the ZTC Grants from the Chancellor's Office. CALM is providing oversight to 13 degree and certificate pathway grants.

Accreditation Steering Committee

Report submitted by: Adam Meehan

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

The Accreditation Writing Leadership Team updated the Accreditation Steering Committee at its October 25 meeting on its progress toward the 2026 Midterm Report, and discussed the new format of our accrediting body's (ACCJC) Institutional Self-Evaluation Report (ISER).

Future Focus or Goals:

The Accreditation Writing Leadership Team and Accreditation Steering Committee will be focused on completing a first draft of the 2026 Midterm Report in the coming months.

Equitable Placement and Completion Committee

Report submitted by: Feld, Erin

Did your Committee meet last month? Yes

Accomplishments and/or Topics of Importance:

Rachel Miller from IRP presented data from the AB 705 Classroom Experience Survey Fall Student Survey 2023

Future Focus or Goals:

Taking info from the survey to action.

Distinguished Faculty Award (DFA) Committee

Report submitted by: Elizabeth Pain

Did your Committee meet last month? No

Accomplishments and/or Topics of Importance:

Future Focus or Goals:

Faculty Senate Goals 2024-2025 (Draft)

1. Split Faculty Senate Constitution and Bylaws.
2. Implement Brown Act requirements for Faculty Senate subcommittees.
3. Task Academic Standards & Practices Committee to examine probation policies and language, find solutions to encourage more faculty participation in shared governance, update grade dispute policy, create a faculty manual including syllabus standards.
4. Improve Faculty Senate meeting efficiency.
5. Bring clarity regarding faculty responsibilities and reassigned time positions.
6. Ensure faculty and student voice in strategic enrollment management.
7. Support the curriculum committee's integration of DEIAA into the course outline of record.