Minutes of the
MEETING OF THE FACULTY SENATE
November 03, 2025

PRESENT: Ben Adams, Mary Ellen Brooks, William Dalrymple, Heather Elliott Pham, Kelly Falcone, Wendy Gideon, Adriana Guillen, Scott Klinger, Lawrence Lawson, Melissa Martinez, Vicki Mellos, Michael Mufson, Patrick O'Brien, Marina Parenti (Zoom), Beth Pearson, Tanessa Sanchez, Karl Seiler, Russell Sheaffer, Nina Shmorhun, Nicole Siminski, Timothy Swan II (ASG), Ashley Wolters, Anastasia Zavodny

ABSENT: Jason Jarvinen, Alexandra Doyle Bauer

GUESTS: Matt Grills, Luis Guerrero, Barbra McCune, Elena Villa Fernández de Castro

All votes are presumed unanimous unless indicated otherwise.

CALL TO ORDER The meeting was called to order by Faculty Senate President, Elizabeth Pearson, in LRC-116 at 2:33 p.m. The meeting was also streamed live on ZOOM.

PUBLIC COMMENTS

None.

ANNOUNCEMENTS

Senator Lawson announced how great student journalists are at the Telescope.

Senator Martinez announced an initiative by the English Department to start a community pantry within the English department due to many students recently losing their SNAP benefits. They are seeking donations of grab-and-go items. She noted that the larger on campus food bank (Anita and Stan Maag Food & Nutrition Center) has been out of items for some time and sometimes faces issues related to manpower. She encouraged other departments to start similar pantries. This new pantry is located on the third floor, H building, utilizing a fridge left by a departing faculty member.

Senator Sheaffer announced the next queer film series screening on Thursday (November 6th) at 5:30 p.m., in D10. The event features the film *Playland*. The director, Jordan West (a Student Academy Award winner from LA), will be present. The film is an archival film about Boston's oldest gay bar.

President Pearson reported on the Palomar LEAD Academy coordinating training focused on emerging leaders across the college. The training focuses on leadership theories, models, and competencies, with an emphasis on leading within the California Community College system. Pearson recommended it as a great opportunity for those contemplating Senate leadership

Pearson read a letter drafted by herself and Senators Mufson, Shmorhun, and Falcone, prepared for a Governing Board address on Wednesday (November 4th). The letter responds to the Board's recent decision to delete BP3000, the anti-racism policy.

AGENDA CHANGES

None.

APPROVAL OF MINUTES

MSC: Mufson/Klinger   Faculty Senate to approve the minutes for October 27, 2025 as amended.

The motion carried.

ACTION

A. **Committees on Committees (Exhibit 1) – Zavodny**

MSC: Zavodny/Shmorhun   Faculty Senate to accept the results of the ballot for the committee placements.

The motion amended (see below).

The ballot included volunteers for Behavioral Health and Campus Wellness, Calm Committee, and Curriculum Committee. Discussion focused on the two part-time faculty volunteers nominated for the Curriculum Committee. Curriculum Committee governance structure limits part-time faculty representation to no more than one per instructional division. It was noted that accepting the two additional part-time volunteers would potentially result in a high concentration of part-time faculty from one division. Concerns were raised about ignoring the governance structure versus the goal of increasing participation in shared governance.

It was also emphasized that curriculum development is primarily a full-time faculty responsibility as they are paid for institutional responsibilities. There was expressed concern that relying heavily on part-time faculty volunteers to fill positions would negate the fact that full-time faculty paid to do this work are not volunteering as they should be.

MSC: Klinger/Mufson   Faculty Senate to accept the results of the ballot for the committee placements excluding the

<div align="right">Curriculum Committee placements from the vote passed by consensus.</div>

The motion carried.

Behavioral Health and Campus Wellness Committee - Nicole Rose (Behavioral Sciences AODS/SWHS), Faculty, Nursing Department (25-27)

Comets Affordable Learning Materials (CALM) Committee - Kelly Falcone (Instructional Design), Faculty, Counseling (25-27)

B. **Curriculum –Mellos**

None.

C. **Proposed changes to the Senate Constitution and Bylaws – (Exhibit 2), Shmorhun, Dalrymple & Martinez**

MSC: Shmorhun/Dalrymple	Faculty Senate to approve the changes to Article 2, Section 4 of the Faculty Senate Bylaws including adding the word "however" to clarify language regarding quorum constraints for summer meetings.

The motion carried.

Discussion focused on ensuring quorum restrictions for summer meetings were clear. Language was fixed to ensure that Summer Meetings shall not be held if more than half of the elected Senators declare they are unavailable. The definition of "adjourned meetings" (a continuation of recessed business, not new business) was also clarified. The vote included a friendly amendment to clarify language regarding quorum constraints in summer meetings by adding "However" to the beginning of the sentence "If more than one-half of the elected Senators declare they are unavailable to meet during the Summer, then Summer meetings shall not be held except in cases of emergency as determined by the Senate President in consultation with the Faculty Senate."

INFORMATION

A. **ASG Introduction and Report, Timothy Swan II, ASG Representative**

ASG Representative Timothy Swan II thanked the Senate for their support and described stepping in temporarily for the previous communications vice president until a new student senator can regularly attend. The report noted that ASG recently co-hosted a successful "Trunk or Treat" event with Campus Police and expressed appreciation for the opportunity to engage with the community in a positive setting. Swan concluded by noting that ASG is continuing to advocate for student inclusion in decision-making processes at the governance level.

B. **AI Task Force – (Exhibit 3), Pearson**

President Pearson presented information on the proposed Artificial Intelligence (AI) Taskforce, which was developed by the Vice President of Instruction (VPI). The Taskforce is charged with developing policies and practices regarding the integration of AI into instruction, student support, administration, and operations. Products are expected by the end of Spring 2026.

A guest at the meeting asked if the Task Force could be structured with a co-chair model to include a faculty member instead of solely the Dean of Instruction as the chair, feeling the current structure is too admin-focused. President Pearson noted that suggestions can be emailed to her, and the item will return next week as a discussion item.

C. **Shared Governance Evaluation Taskforce – (Exhibit 4), Barton, Lawson, Zavodny**

Lawrence Lawson provided an overview of the Shared Governance Evaluation Taskforce presentation. The presentation explained that the taskforce has been re-convened to review the college's governance structure, gather feedback, and propose changes to make committee work more effective. Slides summarized proposed adjustments to councils and committees and noted concerns that some committees have become overloaded or duplicative.

The Senate was informed about an upcoming town hall and an email contact for feedback, and members were encouraged to review the proposed structure and send comments on the "nuts and bolts" of the presentation.

It was also noted that other councils also frequently end early, suggesting a broader problem with leadership engagement.

The Town Hall for feedback is scheduled for Wednesday at 1:00 p.m. Feedback can also be sent to Greg DePies at gdepies@palomar.edu.

D. **GE Committee Progress Report – (Exhibit 5), Mellos**

Senator Mellos reported that the GE Committee continues to make steady progress reviewing courses for alignment with the new CalGETC framework. The committee is working closely with the Curriculum Committee to update outcomes, ensure consistency across disciplines, and clarify communication with departments affected by statewide changes. Mellos noted that faculty have been responsive in providing course data, which has allowed the committee to move efficiently through its review schedule.

She also addressed questions about Area 7 (Lifelong Learning and Self-Development), explaining that the CSU system's updated criteria prompted the committee to re-examine which Palomar courses still qualify. While some traditional courses clearly meet the standard, others are being reviewed to determine if revisions or reclassification are needed.

It was emphasized that the GE Committee's primary focus is keeping students' transfer pathways transparent and accurate. An updated list of approved and pending GE courses will be brought back to Senate later in the semester for feedback and endorsement.

E. **DE Committee Resolution: Institutional Technology – (Exhibit 6), Falcone**

Senator Falcone presented the Distance Education (DE) Committee's draft resolution calling for greater transparency and faculty participation in institutional technology decisions. She explained that recent technology rollouts have at times occurred with limited faculty consultation, creating confusion around implementation, training, and accessibility. The proposed resolution would establish a clearer process requiring collaboration between Information Services, Instructional Technology Services, and the Faculty Senate whenever new instructional technologies are adopted or retired.

It was noted that rapid technology changes can unintentionally increase workload or create inequities among departments lacking adequate support. Senator Falcone clarified that the resolution is meant to strengthen communication and shared governance, not to criticize past decisions while aiming to formalize a structure for ongoing collaboration.

The resolution will return for formal Senate action once the committee incorporates additional feedback.

F. **Fall 2025 Proctoring Advice – (Exhibit 7), Shmorhun**

Senator Shmorhun and President Pearson reported on current proctoring guidance and the status of POPS (Palomar Online Proctoring Services). Shmorhun explained that there were meetings with Dean Diane Studinka and VPI Recalde to share faculty feedback collected through Senate and prior town-hall meetings. She clarified that POPS applies only to online courses and that updated information has been simplified and will be sent to all faculty.

Faculty were reminded that instructors must proctor at least one online session for each exam, with exam dates and times included in the syllabus. Beginning Spring 2026, those dates must also appear in class notes. POPS use is limited to students who cannot attend during the scheduled exam or who have extenuated circumstances, and requests for Fall finals must be submitted ASAP.

POPS currently limits sessions to five students, increasing to fifteen during finals; bringing to question why that higher capacity couldn't be standard and emphasizing that faculty should have input in how proctoring systems are structured.

DISCUSSION:

A. **Academic Standards & Practices Committee: Updated Grade Dispute Policy – (Exhibit 8), Shmorhun**

Tabled.

B. **DE Resolution Adoption of Simple Syllabus – (Exhibits 9.1 & 9.2), Sanchez**

Tabled.

C. **Burden-Free Access to Course Materials – (Exhibits 10.1 & 10.2), Pearson**

Tabled.

D. PFF Resolution: Nectir & AI – (Exhibit 11), Siminski

Tabled.

<u>ADJOURNMENT</u>: The meeting was adjourned at 3:53 pm.