



Minutes of the  
MEETING OF THE FACULTY SENATE  
December 8, 2025

**APPROVED**

**PRESENT:** Ben Adams, Mary Ellen Brooks, William Dalrymple, Alexandra Doyle Bauer, Heather Elliott Pham, Kelly Falcone, Wendy Gideon, Jason Jarvinen, Scott Klinger, Lawrence Lawson, Melissa Martinez, Vicki Mellos, Michael Mufson, Beth Pearson, Tanessa Sanchez, Karl Seiler, Russell Sheaffer, Nina Shmorhun, Nicole Siminski, Ashley Wolters, Anastasia Zavodny

**ABSENT:** Adriana Guillen, Patrick O'Brien, Jazmin Reyes (ASG),

**GUESTS:** Matt Grills, Luis Guerrero, Jacob Shiba, Alyssa Vafaei

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**

Jacob Shiba, a full-time faculty member and Water Technology Program Coordinator, addressed the Senate regarding the ongoing difficulty of managing syllabi for his program. He explained that he manages 5 or 6 adjunct faculty members who teach between 7 and 9 different classes each semester, necessitating constant follow-up. Even after syllabus collection, substantial back-and-forth communication is necessary to correct common errors, such as incorrect drop and refund dates, general formatting issues, and pervasive accessibility problems. Shiba urged the Senate to reconsider its previous stance on Simple Syllabus, stating that the tool, which the DE Committee spent years vetting, inherently builds in accessibility and automatically populates correct dates, thereby providing a much-needed standardized process for the campus. He emphasized that faculty retain full control over customization and privacy settings for their syllabi, and that the tool is fundamentally student-centered, providing students with consistent familiarity across all classes and a centralized access point for current and past syllabi, which ultimately benefits students, faculty, and the institution as a whole.

Senator Doyle Bauer, a faculty member teaching in the library program, reported that the administration decided to close the fourth-floor study area and half of the study rooms the following day (Tuesday) for filming a Drew Brees commercial, despite the imminent finals week. She asserted that this was unfair to students, stating that the administration "does not put students first," and suggested that students who complain about the lack of study space be directed to the front desk to find alternatives.

Senator Adams raised a concern regarding the spring enrollment fee deadline, which is set for the 16th, the last day of the semester. He explained that this date creates a significant hurdle for students because accessibility to campus personnel for payment help will be extremely limited once the school closes for

break. He noted that this was a poor choice of a date for students to receive payment assistance before being dropped from classes.

Senator Brooks mentioned that the UCSD Senate conducted a study finding that the number of incoming freshmen requiring remedial math work has drastically increased. This year that number has climbed to 1 in 8 students needing remedial help. She stated that UCSD suggested these students should seek remediation at community colleges, which Palomar is currently unable to provide. She advised that this issue should remain on the Senate's radar, expressing hope that the state would eventually rethink its policy position on math remediation.

## **ANNOUNCEMENTS**

Senator Sanchez announced that the final meeting of the "Opposite of Cheating" book club is scheduled for this Friday, December 12, 2025, from 11 a.m. to 1 p.m. at the EDGE center. She also announced that a new book club focusing on "*Teaching with AI*" will begin next semester, with the books expected to arrive this week.

Senator Mufson announced that the final weekend for the performing arts production *Pastorela Fronteriza*, described as a fun, delightful, multicultural, and subtly political holiday program, is approaching. He also announced the Winter Dance student choreography concert.

Senator Mufson announced a "Save the Date" from the EEDCC Committee (Educators for Equity, Diversity, and Cultural Consciousness) for an innovative event focused on listening to student stories and perspectives. He noted that this event will be uniquely structured and insightful.

Senator Lawson announced a special Governing Board meeting on December 10th where the board is expected to discuss the process for hiring a new president. He encouraged faculty to attend or submit public comments regarding the desired qualities of a new president or improvements to the hiring process.

Senator Siminski reminded faculty members that the PFF Collective Bargaining Agreement (CBA) reopens vote is open via SurveyMonkey email for ratification, and she provided details on two additional contract conversation meetings and her office hours.

Senator Dalrymple reminded part-time faculty that the deadline for submitting office hours is December 22<sup>nd</sup>. Part-time faculty are eligible for compensation for 16 hours of non-instructional office hours for every 20% of work.

Senator Sheaffer announced the last Queer Film Series screening of the semester, *Drunktown's Finest*, directed by a trans Navajo filmmaker and taking place on the Cherokee Nation, scheduled for Thursday, December 11th, at 5:30 p.m. in MD157.

## **AGENDA CHANGES**

None.

## **APPROVAL OF MINUTES**

**MSC: Mufson/Jarvinen**

Faculty Senate to approve the minutes for December 1, 2025.

The motion carried.

## **ACTION**

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

No business.

### **B. Curriculum Committee (Exhibit 2), Mellos**

**MSC: Sanchez/Doyle Bauer**

Faculty Senate to approve Curriculum Committee actions made during the December 3, 2025 Curriculum Committee meeting.

The motion carried.

### **C. Academic Standards & Practices Committee: Updated Grade Dispute Policy - (Exhibit 3), Shmorhun.**

**MSC: Mufson/Gideon**

Faculty Senate to approve the changes to the Palomar College Student Grade Dispute Policy.

The motion carried.

### **Abstentions – 3: Senators Falcone, Wolters, & Zavodny**

Senator Shmorhun presented the updated policy that incorporated feedback from the previous meeting's discussion, adding greater detail and consistency. This week's discussion around the policy primarily addressed the updates to the processes around grade changes resulting from gross misconduct by an instructor. The updated policy clearly mandates that students must first pursue the informal grade dispute process. The policy also establishes a firm timeline requiring the instructor to respond within 30 days of an informal dispute, otherwise the student may proceed directly to the department chair. The period allowed for a student to initiate the grade dispute process was reduced from three years to one year, a timeline supported by the Instructional Office.

**The Discussion points included:**

A senator reiterated their previous concerns, noting that these changes expose gaps in existing policies. The senator presented a scenario involving the district changing a student's grade, from passing to failing, due to detected fraudulent bots. The question was asked how a real student inadvertently caught in this institutional grade change process would dispute their new grade under this policy, asserting that all students should have a clear path to dispute changes.

Senator Shmorhun clarified that this type of fraud situation should properly be addressed under AP 4231 (institutional grade changes), stating that the Instructional Services office improperly referenced the student grade dispute policy in that instance. Shmorhun affirmed that she is working to update AP 4231 separately but noted that some portions of the policy involve issues beyond the scope of the Academic Standards and Practices Committee.

## **INFORMATION**

### **A. ASG Report – No Current Representative**

No Report

### **B. Faculty Senate Subcommittee Report Presentation – (Exhibit 4.1 & 4.2), Pearson**

The following Faculty Senate Subcommittees submitted their Fall 2025 reports to the Faculty Senate:

ACADEMIC STANDARDS AND PRACTICES COMMITTEE  
COMETS AFFORDABLE LEARNING MATERIALS (CALM)  
DISTANCE EDUCATION (DE) COMMITTEE  
DISTINGUISHED FACULTY AWARD (DFA) COMMITTEE  
EQUITABLE PLACEMENT AND COMPLETION COMMITTEE  
EQUIVALENCY COMMITTEE  
FACULTY SERVICE AREA COMMITTEE  
INSTRUCTIONAL PRP COMMITTEE  
LEARNING OUTCOMES SUBCOMMITTEE  
PROFESSIONAL DEVELOPMENT COMMITTEE  
SERVICE-LEARNING COMMITTEE  
TENURE AND EVALUATIONS REVIEW BOARD (TERB)  
TUTORING COMMITTEE

President Pearson highlighted some key accomplishments from the Fall 2025 subcommittee reports:

The ASP Committee provided updates on its ongoing projects. The committee has been actively working on the academic student grade dispute policy. Beyond the dispute policy, the committee continues to focus on issues of academic integrity, which involves working with the campus proctoring personnel. The committee is also developing a faculty manual.

The CALM Committee reported that they have been overseeing and supporting the development of Zero Textbook Cost (ZTC) degree pathways.

The DE Committee outlined several initiatives related to online instruction. Their work includes developing a vision for an online education website and creating a student orientation for online learning. They are also focused on the development of a faculty recertification process for online instruction. A significant concern raised was the need to discuss budgeting for POER (Program for Online Course Review) because the existing funding for it is scheduled to sunset. The committee is also updating its DE handbook. Other supportive initiatives mentioned include supporting Quality Quest trainings and AI Literacy Workshop trainings. Finally, the DE Committee recently created the ISC Budget Task Force to address the technology needs of the college.

The Distinguished Faculty Award Committee reported that they are updating their nominations form and their nomination announcement on Canvas.

The Equitable Placement and Completion Committee (EPCC), originally focused on work related to AB 705 and 1705, is currently in a state of flux because it has no remaining tasks assigned by the Faculty Senate and its funding has run out. The committee is seeking guidance on whether the Senate has new tasks for it or if it should be discontinued. It was suggested that the committee's utility might be in developing an assessment of the efficacy of the current embedded support system. It was suggested the committee should research and develop criteria to determine how well the embedded support is working and identify resources, such as more embedded tutors, required to ensure student success. It was also suggested that before the EPCC disbands, it would be beneficial for the committee to communicate where the college currently stands on student completion and placement, providing insight into whether the embedded support is effective or if solutions like more student skill shops or funding investment are necessary. President Pearson expressed caution about creating a situation where the Senate demands that this committee solve different problems, as the original members may not be interested in taking on this new scope of work.

The Equivalency Committee reported that it continues to regularly review applications.

The Faculty Service Area (FSA) Committee is tasked with reviewing FSA applications on an every 3-year basis and is ensuring its website is accessible. They would also appreciate receiving more members on their committee.

The Learning Outcomes Committee assists faculty in recording course learning outcomes (CLOs) and results in Canvas and reflecting them in Nuventiv. They are finalizing their training materials and preparing to analyze the CLO results that are mapped to institutional learning outcomes.

It was noted that the Service Learning Committee is essentially a singular person, Gina Wilson, at this point, as the other staff member took a different position. They have increased the number of students served in 24-25 to over 380.

The Tenure Evaluations Review Board (TERB) has been working on implementing new software and new evaluation forms for faculty evaluations. Training will be forthcoming regarding the new platform.

The Tutoring Committee has been working diligently to ensure equitable services for students and is updating its marketing materials.

The Instructional PRP Committee provided a document showing a new annual PRP form that is updated and streamlined. The goal was to make the annual reporting process, which occurs in the two in-between years of the comprehensive review, shorter, more straightforward, and less

tedious for departments. The timeline for the PRP process is still being determined, with discussions scheduled for the following week.

**C. AI tools resolution from PD – (Exhibit 5), Guerrero**

Luis Guerrero, representing the Professional Development (PD) Committee, presented an AI tools resolution to the Senate. He explained that the resolution aims to ensure that the college's approach to technology remains human-centric, incorporating language from Vision 2030 and aligning with Chancellor's Office strategic goals.

The resolution emphasizes that the adoption of AI technology must be voluntary and opt-in for faculty, and that faculty should undergo AI literacy training before adapting these technologies. Guerrero noted that faculty who use AI tools typically spend more time on planning and development, not less, and AI should not be viewed as a replacement for grading or office hours. Instead, AI tools are intended to support students who need 24/7 access to help, such as those taking night classes or those unable to attend physical tutoring sessions.

**The Discussion points included:**

A senator advocated that faculty who choose to use AI tools should also be required to help students understand AI literacy.

Another senator raised some ethical concerns, reading from an MIT study that showed students using ChatGPT for essay drafting experienced a 47% drop in neural connectivity related to memory and critical reasoning, and stressed that faculty should appreciate the negative impacts of generative AI on learning as well as the positive.

A senator inquired about the "voluntary opt-in" clause, noting the difficulty of opting out when generative AI capabilities are increasingly integrated into standard software like Google Docs or Word. Guerrero clarified that the opt-in clause is intended primarily for specialized, district-promoted software to ensure faculty have the right to refuse implementation of tools they do not feel are necessary for their classes.

**D. ASCCC Curriculum Regional Meeting – Highlights - (Exhibits 6.1, 6.2, 6.3, 6.4 & 6.5), Mellos**

Tabled.

**E. Part Time Faculty Survey Update – (Exhibit 7), Dalrymple & Zavodny**

Senator Dalrymple presented an update on the initiative to reissue a 5-year anniversary survey concerning the status of part-time faculty. He explained that the original survey five years prior led to significant equity achievements, including progress on office hours and healthcare. However, he noted that professional elements like prep and grading still need to be addressed.

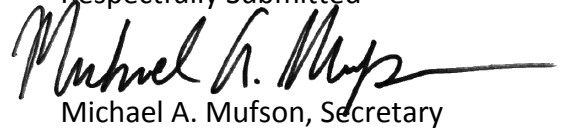
Dalrymple proposed reconstructing most of the original work group, which included full-time faculty, part-time faculty, and student representatives, to quickly review the half-dozen open-ended questions before the survey is sent out and then analyze the responses to produce a new report. He invited interested faculty to join the ongoing work.

**F. Maverick Updates – (Exhibit 8), Mellos**

Tabled.

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

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Michael A. Mufson", with a long horizontal flourish extending to the right.

Michael A. Mufson, Secretary