



Minutes of the
MEETING OF THE FACULTY SENATE
September 30, 2019

APPROVED

- PRESENT:** Richard Albistegui-Dubois, José Briceño, Melinda Carrillo, William Dalrymple, Alexandra Doyle Bauer, Jenny Ferrero, Erin Hiro, Teresa Laughlin, Lawrence Lawson, Jackie Martin, Adam Meehan, Wendy Nelson, Patrick O'Brien, Lillian Payn, Travis Ritt, Julia Robinson, Chris Sinnott, Craig Thompson, Fari Towfiq, Rocco Versaci, Lori Waite, Anastasia Zavodny
- ABSENT:** None
- GUESTS:** Ana Acosta (Telescope), Remy Arnold (ASG), Mark Bealo (Faculty), Wing Cheung (Faculty), Lacey Craft (Faculty), Justin Enriquez (Telescope), Barbara Kelber (Faculty), Patriceann Mead (Faculty), Maureen Meadows (Staff), Steve Perry (Faculty), Linus Smith (ASG), Susan Snow (Faculty), Diane Studinka (Faculty), Jon Walker (ASG)

CALL TO ORDER: The meeting was called to order by Senate President Craig Thompson, at 2:30 p.m. in room LRC-116.

Please note: All votes are presumed unanimous unless indicated otherwise.

I. **APPROVAL OF MINUTES:**

Motion 1 MSC Ritt/Zavodny: Faculty Senate approval of minutes of September 23, 2019 (Exhibit I), as amended.

The motion carried.

II. **PUBLIC COMMENT:** None

III. **ANNOUNCEMENTS:**

-Senator Chris Sinnott, from Performing Arts, invited everyone to the first theater performance of the year on Friday, October 4 at 7 PM in the Howard Brubeck Theatre. The Mental State is directed by Annie Hinton.

-Faculty Luis Guerrero announced that two MATCH events are planned for October. The first will be Wednesday, October 3, at 3 PM. A film titled X+Y will be shown in P32. On October 28, there will be a student and faculty showing in the Planetarium.

-Faculty Patriceann Mead announced that the annual Noche Havana event is set for October 18 at 7 PM at the Palomar Studio Theatre. A salsa class starts the evening activities with the Brazilian Drum and Dance Ensemble to follow. This annual event speaks to diversity here on campus.

IV. **AGENDA CHANGES:** None

V. ACTION:

A. Polling the Faculty: Level of Confidence in Superintendent/President's job performance

Motion 2 MSC Laughlin/Versaci: Faculty Senate approval to accept the language as amended for the Level of Confidence in Superintendent/President's job performance poll that will soon be underway (Exhibit II, Exhibit III).

Senator Teresa Laughlin began the discussion by presenting a draft of the polling document. Senators and guests in attendance offered edits to ensure that Faculty Senate was providing adequate instructions and that the polling language was accurate and precise. Senator Jenny Fererro, Chair for Elections Committee, took notes and ended the discussion by summarizing the changes. Senator Fererro will reproduce the document this evening and send the final version to the Senate Office for processing. Final discussion regarding the resolution language is set for our Faculty Senate meeting on October 28, 2019.

The motion carried.

Motion 3 MSC Fererro/Laughlin: Faculty Senate approval to draft a resolution upon completion of the poll.

Senator Fererro wanted clarity regarding instructions language for the ballot and language for the resolution as well. After a lengthy discussion, consensus determined that Fererro would use her own discretion, based on past polls/ballots, to determine the instructions for the ballot. It was also settled that the Faculty Senate members will draft the resolution language once the results of the poll are complete. Dr. Barbara Kelber closed the discussion by thanking Senators for their serious and considerate work. She said she appreciates the senate following the Faculty Constitution and taking action in a way that is collegial and professional.

The motion carried.

B. Committee Appointments/Elections:

- a. Confirmations: Senator Anastasia Zavodny prepared handouts that outlined the various committee confirmations.

Motion 4 MSC Zavodny/Laughlin: Faculty Senate approval to confirm the uncontested committee nominees (Exhibit IV). They are as follows:

Behavioral Health & Campus Wellness Committee – Angelica Yanez (Faculty, Non-Instructional, 19-21)
 Behavioral Health & Campus Wellness Committee – Loren Pope (Faculty, DRC, 19-21)
 Curriculum Committee – Dennis Lutz (Faculty, CTE, 19-22)
 Curriculum Committee – Christine (Tina) Barlolong (Faculty, Student Services, 18-21)
 Student Program Eligibility Appeals Committee – Karmi Minor-Flores (Faculty, Financial Aid Counselor, 19-21)
 Student Program Eligibility Appeals Committee – Angelica Yanez (Faculty, Counselor DRC, 18-20)

The motion carried.

- b. Elections: Senator Zavodny prepared handouts that outlined the various committee elections.

Motion 5 MSC Zavodny/Laughlin: Faculty Senate approval to accept ballot results for the following committees (Exhibit IV, Exhibit V). The results are as follows:

Professional Procedures – Christine (Tina) Barlolong (Faculty, At Large, 18-20)
 Director of HR Hiring Committee – John Russell (Faculty)

The motion carried.
(I.C.3,I.C.4,I.C.5)

Motion 6 MSC Ritt/Laughlin: Faculty Senate approval to extend the meeting an additional five (5) minutes.

The motion carried.

To close meeting, Zavodny provided an update on the VPHRS appointment. She reviewed the series of emails with HR and announced that HR finally conceded to allow a full-time, at-large faculty member to fill the Counseling position on the committee.

Motion 7 MSC Laughlin/Ritt: Faculty Senate approval to appoint Lawrence Lawson to the VPHRS Committee.

The motion carried.

C. Curriculum: Tabled.

D. DEC make-up: Tabled.

VI. INFORMATION ITEMS

A. Committees: Tabled.

B. Administrators in "Acting" Positions: Tabled.

C. Constitutional Review Committee: Tabled.

D. Policies and Procedures: Tabled.

E. Webpage Workgroup: Tabled.

VI. REPORTS:

A. Senate President: Tabled.

B. Planning Council Reports: Tabled.

C. Palomar Faculty Federation: Tabled.

D. ASG: Tabled.

E. Guided Pathways: Tabled.

F. Accreditation: Tabled.

G. Budget Committee: Tabled.

H. Senate Committee Reports: Tabled.

I. Other Reports: Tabled.

VII. ADJOURNMENT:

The meeting was adjourned at 3:55 PM.

Respectfully submitted,



Erin Hiro, Secretary

EXHIBIT II

Oct 7 2019	Division	FT/ PT	Committee	Position	Statement	Confirm all
Name						
Larry Moyano	Student Services	Full time	AB705 Support Subcommittee	Faculty representative from non-credit	One of my goals as non-credit counselor is to serve my students better. I believe that being part of this committee will assist me in accomplishing this goal.	
Alexandra Doyle Bauer	SBS	Full time	Elections Committee	Faculty, determined by EC chair (19-21)		
Oct 7 2019						
Last Name	Division	FT/ PT	Committee	Position	Statement	Vote for 2:
Anastasia Zavadny	SBS/ AMBA	Part time	SPC Workgroup	Faculty	As current Committee on Committees Chair I can provide valuable information & insight. I have researched our shared governance structure for the last 2+ years & understand our current strengths and weaknesses. My shared governance participation to date includes: Faculty Senate, IPC, Guided Pathways, CALM (Co-Chair), Budget, SEM, Service Learning, AB705 workgroup, LOC, PFF eBoard, and more.	
Michael Mufson	AMBA	Full time	SPC workgroup	Faculty	Shared governance is one of the most important operating systems of the college. Faculty generally feel disenfranchised by the current system. A truly equitable shared governance structure and process would greatly improve the moral and investment of faculty	
Marie Temple-Capule	SBS	Full time	SPC Workgroup	Faculty	I believe it is vital for faculty to be invested & be represented in a group whose function & decisions have a great impact to the institution. One way of achieving that is by putting myself out there. I'm a lawyer by training & have extensive experience in document review & drafting legal documents. I can bring an additional layer of expertise in the group that can be beneficial to the College.	
Wendy Nelson	AMBA	Full time	SPC Workgroup	Faculty	I participated in several IEPI focus groups last year and I am very interested in evaluating and refining the governance structure. I would bring experience with the governance structure to the committee as I have sat on or chaired several committees during the last 20 years. I am especially interested in reducing redundancy & improving the way we communicate out information through our structure	
Lawrence Lawson	L&L	Full time	SPC Workgroup	Faculty	Our governance structure is working at cross-purposes. Faculty are asked to be on many, many committees, but faculty voice is not always taken into account at the level where decisions are being made. A critical look at committee structures would help us decide how to elevate faculty voice and reduce waste (in terms of people-power).	

**Palomar College
Curriculum Committee Actions
Wednesday, October 2, 2019**

I. **ACTION** - The following curriculum changes, pending appropriate approvals, will be effective **Fall 2020**:

A. **Credit Programs - New**

1. **Program Title: Political Science**

Discipline: Political Science (POSC)

Award Type: Associate in Arts for Transfer (AA-T)

Justification: A political science transfer ADT will help enhance students understanding of global citizens living responsibly and partaking in and understanding both our own democracy, as well as the political system of other countries in the world, as well as understanding the national and global dynamics of America's place in the world. A political science ADT will enhance students' understanding and appreciation of diversity through learning and appreciating a diverse array of different political ideas and outlooks toward the role of govt. and use of political power in both a democracy and other systems of govt. It will give them student perspectives of the clashes between the values of liberty and equality and liberty and order. The AAT in political science supports transfer readiness.

Peter Bowman

B. **Noncredit Programs – New**

1. **Program Title: Grammar Skills for ESL**

Discipline: English as a Second Language (N ESL)

Award Type: Certificate of Completion (Noncredit-Hours only; no units)

Justification: We currently offer 3 courses that help ESL students to develop their grammar skills for academic writing. These three N ESL courses, when sequenced as a program, will equip non-native speakers with the English grammar skills needed to succeed in college writing courses as well as in career, associate, or transfer-degree programs.

Tracy Fung

C. **Credit Courses - New**

1. **Course Number and Title: CHDV 182 ECE Curriculum Experiences: Art, Music and Movement**

Short Title: ECE Curric: Art, Music, Move

Subject: Child Development (CHDV)

Transfer Acceptability: CSU Transfer Course

Distance Learning Offerings: Online

Grading Basis: Grade/Pass/No Pass

Justification: In order for our students to complete their degrees and permits in a timely manner while obtaining the information necessary to teach the variety of curriculum topics, the department has decided to combine the four existing curriculum courses into two. In this case, the CHDV 125 and CHDV 135 are combined into our new CHDV 182. Additionally, we will be able to offer all of our necessary curriculum content each semester through this modification.

Laurel Anderson

2. **Course Number and Title: CHDV 184 ECE Curriculum Experiences: Language, Literacy, Math and Science**

Short Title: ECE Curric: Lang/Lit/Math/Sci

Subject: Child Development (CHDV)

Transfer Acceptability: CSU Transfer Course

Distance Learning Offerings: Online

Grading Basis: Grade/Pass/No Pass

Justification: In order for our students to complete their degrees and permits in a timely manner while obtaining the information necessary to teach the variety of curriculum topics, the department has decided to combine the four existing curriculum courses into two. In this case, the CHDV 130 and 140 are combined into our new CHDV 184. Additionally, we will be able to offer all of our necessary

curriculum content each semester through this modification.

Laurel Anderson

- 3. Course Number and Title:** ESL 95 English as a Second Language Support
Short Title: ESL 95
Subject: English as a Second Language (ESL)
Distance Learning Offerings: Computer Assisted Instruction, Two-Way Video conferencing
Grading Basis: Pass/No Pass Only
Justification: We currently have a noncredit version of this course, but a credit option would make this course available to more students, including international students or those who need more credits. We can also make this a mirrored course, thus limiting the number of CORs to continuously modify.

Tina-Marie Parker

D. Course Change

- 1. Course Number and Title:** CHDV 115 Child, Family, and Community
Short Title: Child, Family, and Community
Subject: Child Development (CHDV)
Transfer Acceptability: CSU Transfer Course, UC/CSU Transfer Course
Distance Learning Offerings: Online
Grading Basis: Grade/Pass/No Pass
Catalog Impacts: None
Student Records Impacts: Updated coding
Other Updates: General course updates not affecting catalog.
Laurel Anderson
- 2. Course Number and Title:** CHDV 145 Understanding Childhood Stress and Trauma
Short Title: Understand Child Stress/Trauma
Subject: Child Development (CHDV)
Impacts: Course is included in a number of programs and courses (as prerequisites) which need to be proposed and updated. Click [here](#) for impact report.
Transfer Acceptability: CSU Transfer Course
Distance Learning Offerings: Online
Grading Basis: Grade/Pass/No Pass
Catalog Impacts: Title and Course description
Student Records Impacts: Title and Course description, updated coding
Other Updates: General course updates not affecting catalog
Laurel Anderson
- 3. Course Number and Title:** CHDV 172 Teaching in a Diverse Society
Short Title: Teaching in a Diverse Society
Subject: Child Development (CHDV)
Transfer Acceptability: CSU Transfer Course, UC/CSU Transfer Course
Distance Learning Offerings: Online
Grading Basis: Grade/Pass/No Pass
Catalog Impacts: None
Student Records Impacts: Updated coding
Other Updates: General course updates not affecting catalog
Laurel Anderson
- 4. Course Number and Title:** GERM 225 German Reading and Conversation
Short Title: German Reading/Conversation
Subject: German (GERM)
Prerequisite: GERM 102 or three years of high school German
Transfer Acceptability: UC/CSU Transfer Course
Distance Learning Offerings: Online

Grading Basis: Grade/Pass/No Pass

Catalog Impacts: Added three year high school German requisite option

Student Records Impacts: Updated coding

Other Updates: General course updates not affecting catalog

Beatrice Manneh

5. **Course Number and Title:** ITAL 225 Italian Reading and Conversation

Short Title: Italian Reading/Conversati

Subject: Italian (ITAL)

Prerequisite: ITAL 102 or three years of high school Italian

Transfer Acceptability: UC/CSU Transfer Course

Distance Learning Offerings: Online

Grading Basis: Grade/Pass/No Pass

Catalog Impacts: Added three year high school Italian requisite option

Student Records Impacts: Updated coding

Other Updates: General course updates not affecting catalog.

Scott Nelson

6. **Course Number and Title:** JOUR 101 Multimedia Writing and Reporting

Short Title: Multimedia Writing/Reporting

Subject: Journalism (JOUR)

Transfer Acceptability: UC/CSU Transfer Course

Distance Learning Offerings: Online

Grading Basis: Grade/Pass/No Pass

Catalog Impacts: Added UC transferability

Student Records Impacts: Updated coding, added UC transferability.

Other Updates: General course updates not affecting catalog.

Erin Hiro

7. **Course Number and Title:** PSYC/SOC 205 Statistics for the Behavioral Sciences

Short Title: Statistics/Behavioral Sciences

Subject: Psychology (PSYC) / Sociology (SOC)

Prerequisite: MATH 54 or MATH 56 or MATH 60 or eligibility determined through the math placement process

Transfer Acceptability: UC/CSU Transfer Course

Distance Learning Offerings: Online

Grading Basis: Grade/Pass/No Pass

Catalog Impacts: Added MATH 54 as requisite option

Student Records Impacts: Added MATH 54 as requisite option, updated coding

Fred Rose



GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by: Steve Perry				Date: 10/7/2019	
Proposed Name of Requested Group: Distance Education Committee					
	Council		Committee		Subcommittee
Action Requested:		Add		Delete	Y
<p>Task Force</p> <p>Change</p>					
<p>Role: This Senate committee will coordinate faculty interests in all areas of academic technology. This committee will advise the Senate on relevant technology matters:</p> <ol style="list-style-type: none"> 1. discuss issues on technology related to student equity (access) 2. coordinate with faculty on technology governance committees 3. coordinate with curriculum committee on distance learning courses 4. discuss pedagogical issues relating to on-line courses and changes in technology 5. discuss issues of training for on-line instructors 6. advocate for faculty concerns regarding technology 7. discuss academic and professional issues related to courses taught in non-traditional formats such as percentages of faculty and department loads 					
<p>Products: Distance Education Committee Reports (submitted to Faculty Senate), Palomar website pages that pertain to Online Education, Palomar Online Education Training (POET)</p>					
Reporting Relationship: Faculty Senate					
Meeting Schedule: 1st and 3rd Wednesday 2:30-4:00pm					
<p>Chair: Faculty, Distance Education Coordinator</p> <p>Members:</p> <ul style="list-style-type: none"> • Faculty, MSE • Faculty, Part-Time • Faculty, PFF (appointed by PFF) • Faculty, at large • Faculty, at large • Faculty, at large • Faculty, SBS • Faculty, DRC • Faculty, Student Services • Faculty, AMBA • Faculty, CTE • Faculty, L&L • Faculty, Library 					

Reviewed by Strategic Planning Council:

Approved

EXHIBIT V.1

Faculty Senate

Shared Governance *Information Item*

A Zavodny
October 7, 2019

Our Faculty

Full-Time (Tenured)	224
Full-Time (Probationary)	96
TOTAL Full-Time	320

Part-Time (Adjunct)	862*
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<https://www2.palomar.edu/pages/irp/files/2018/05/FactBook-16-17.pdf>

<https://www2.palomar.edu/pages/tenureandevaluations/probationary-faculty/>

**Additional source: PFF, teaching this Fall 2019 only*

Our Committees

Types of committees

Councils:	6
Committees:	41
Subcommittees:	4
Workgroup/ other:	3
<i>Faculty Senate</i>	1
<i>PFF</i>	1
TOTAL Shared Governance	56

<http://tinyurl.com/PALgovernance>

<https://www2.palomar.edu/pages/strategicplanning/files/2018/08/Governance-Structure-Book.pdf>

Faculty Positions on Committees

Count of Faculty positions

Senate appointed positions:	245
Department Chairs (<i>named</i>):	3
Positions named from other committees: (<i>eg: Chair of Curriculum Committee, etc</i>)	31
Senate positions on other committees (<i>named</i>): (<i>eg: Senate President, Senator, etc</i>)	21
PFF appointed positions:	30
Dedicated (<i>named</i>) Part-Time Faculty positions: (<i>excluding Senator and eBoard seats</i>)	7
TOTAL Faculty Positions:	337

But wait, there's more!

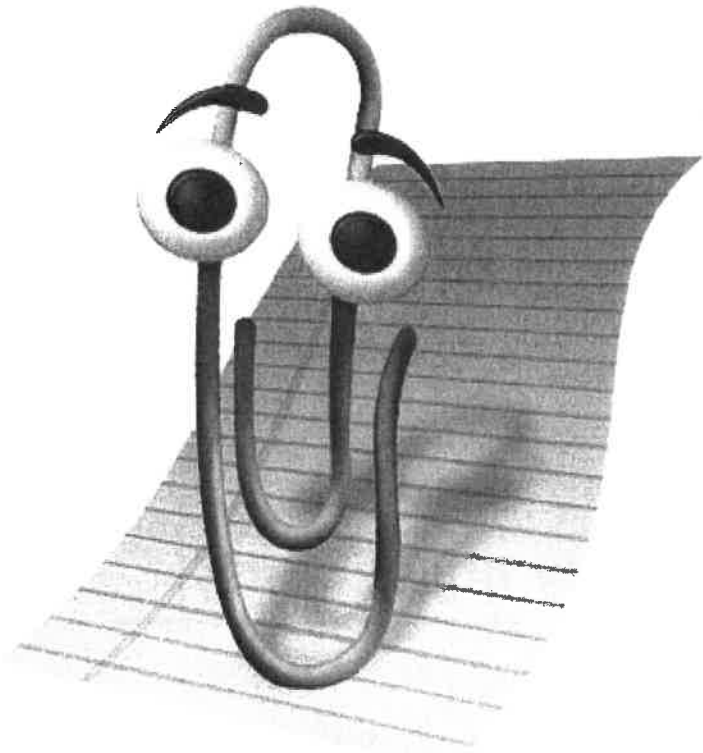
Faculty positions

Senate (members) <i>(20 Senators, 2 Council At-Large)</i>	22
PFF eBoard (members) <i>(5 Full-Time, 5 Part-Time, 4 At-Large)</i>	14
<i>PFF committees/subcommittees</i>	6
TOTAL other Faculty:	37

Wait, what?! There's even more!

Faculty obligations

Student Organizations: <i>(Faculty advisors)</i>	36
Faculty Hiring Committees (1/19 – 10/19): <i>(Searches conducted for Faculty positions)</i>	~30
Hiring Committees with Faculty representatives (1/19 – 10/19): <i>(Searches for VPs, Deans, etc)</i>	7
Tenure and Evaluation Committees:	96
TOTAL other Faculty obligations:	169



It looks like you're trying to do too many things at once. Would you like assistance?

Yes

No

Comparison

Full-Time Faculty (total)	320
Faculty positions on shared governance:	374
Faculty positions on all the things:	543

Part-Time Faculty (total)	862*
<u>Named</u> PT Faculty positions on shared governance:	7

<https://www2.palomar.edu/pages/irp/files/2018/05/FactBook-16-17.pdf>

**Additional source: PFF, teaching this Fall 2019 only*

Discussion

- Committees reporting-out structure
 - *None currently exists. Here is one idea.*
- Where do they meet??
 - *No location listings*
- Adherence to rules and laws
 - *Brown Act*
- Participation
 - *Too many positions, too few faculty!*
- Re-thinking structure of shared governance



Suggested Framework of Student and College Activities for Undocumented Student Action Week: October 14-18, 2019

Serving the largest number of undocumented students in the state, California Community Colleges are committed to serving all students, regardless of immigration status. **Undocumented Student Action Week, October 14-18, 2019**, is a systemwide campaign to advocate and provide support resources for our undocumented student population. During the week, California's community colleges are encouraged to engage in advocacy and support efforts for undocumented students throughout the state.

Undocumented Student Action Week is supported statewide by the California Community Colleges Chancellor's Office, the Community College League of California, the Foundation for California Community Colleges, Immigrants Rising, and the Student Senate for California Community Colleges.

Below is a framework of suggested activities to assist your college in planning your own action week. We encourage you to incorporate some of these suggestions into your efforts. Students, faculty, staff and college leaders can all participate in action week activities to advocate for and support undocumented students.

In addition, materials and resources will be provided in an online toolkit. The toolkit will be available here as the week approaches: www.ccleague.org/supporting-undocumented-students

Suggested Efforts to Advocate for Undocumented Students

Daily Activities for Advocacy	Monday	Tuesday	Wednesday	Thursday	Friday
	Share Your Story	Convene with Others	Meet with Your Representative	Speak Your Mind	Register Allies
	Share your immigration story with this image + caption campaign to demonstrate that everyone has a unique migrant story.	Host a townhall on your campus. This is an opportunity to invite members of your community to discuss legislative policies. Consider inviting your representative and their staff. Or host a "Know Your Rights" or "Know Your Resources" Workshop.	Schedule a district office meeting with your legislative leaders urging them to take action on federal issues and to support increased financial support for services.	Host a phone banking party to urge your congressional representative to take on issues that impact undocumented students.	Host a movie screening highlighting migrant stories. As a next step, register allies to vote immediately after the screening.
Week Long Activities	DREAM2Action An email and social media campaign urging the California Congressional Delegation to take immediate legislative action. This campaign will use an online tool for sending emails and tweets to your representatives. More details to follow.				
	Question of the Day At 12:00 p.m. on each day of Undocumented Student Action Week the Community College League of California will tweet a new question centered around undocumented students. Each day will address a new topic. You can engage in the discussion on Twitter.				

Suggested Activities to Support Undocumented Students

Daily Activities for Support	Monday	Tuesday	Wednesday	Thursday	Friday
	Educational Access	Legal Rights	Entrepreneurship	Mental and Emotional Wellness	Art as Activism
	<p><u>Educator Webinar</u> Demystifying Dream Resource Centers: Building Campuswide Support</p> <p><u>Student Webinar</u> Paying for College: Financial Aid & Scholarships</p> <p>Host a Dream Act application or scholarship drive to help students to fund their education.</p> <p>Host UndocuAlly educator trainings.</p>	<p><u>Educator Webinar</u> Student Data: Legal Responsibilities & Connecting Students To Resources</p> <p><u>Student Webinar</u> Accessing Reputable Legal Support</p> <p>Host Know Your Rights and/or Deportation Defense trainings.</p> <p>Host an immigration clinic or a resource fair to share community legal resources.</p>	<p><u>Educator Webinar</u> Pursuing Sustainable Funding for Undocumented Student Programming</p> <p><u>Student Webinar</u> The UndocuHustle: Building Something Out of Nothing</p> <p>Invite local undocumented entrepreneurs to speak to the college community about their businesses.</p>	<p><u>Educator Webinar</u> Creating Safe Spaces on Campus: UndocuTalks Toolkit</p> <p><u>Student Webinar</u> Demystifying Fear & Building Resilience</p> <p>Host healing circles to promote mental wellness and build community.</p> <p>Provide professional development for mental health counselors on effectively supporting undocumented students.</p> <p>Colleges can coordinate resource fairs to share campus and community mental health resources.</p>	<p><u>Educator Webinar</u> Increasing Support for Undocumented Students at the CCCs Training Module</p> <p><u>Student Webinar</u> Art as Healing</p> <p>Students can hold undocumented writing circles and spoken word events.</p> <p>Educators can print and display signs showing their support of undocumented students.</p>
Week Long Activities	<p>Coordinate a Webinar Viewing Party. Immigrants Rising and the Foundation for California Community Colleges will host daily webinars for both educators and students. Educator-focused webinars will be held 11:00 a.m. – 12:00 p.m. daily, and student-focused webinars will be held 2:00 p.m. – 3:00 p.m. daily. Webinar topics are listed above. More details to follow.</p>				

GENERAL INSTITUTION

BP 3260 LEGAL OPINIONS/ASSISTANCE

References:

Education Code Sections 70902(b)(6) and 88003-88003.1;
Government Code Section 53060

All general administrative and Governing Board requests for legal advice and opinions from counsel shall be submitted in writing to the Superintendent/President or designee, who will then forward them to counsel for action, or request an oral opinion if he/she feels they warrant legal interpretation.