



## FACULTY SENATE MEETING

April 20, 2020

# EXHIBITS



Minutes of the  
MEETING OF THE FACULTY SENATE  
April 13, 2020

APPROVED

- PRESENT: Richard Albistegui-Dubois, Jose Briceno, Melinda Carrillo, William Dalrymple, Alexandra Doyle Bauer, Erin Hiro, Teresa Laughlin, Lawrence Lawson, Jackie Martin, Adam Meehan, Wendy Nelson, Patrick O'Brien, Lillian Payn, Julia Robinson, Chris Sinnott, Craig Thompson, Fari Towfiq, Rocco Versaci, Anastasia Zavodny, Jon Walker (ASG)
- ABSENT: Travis Ritt, Lori Waite
- GUESTS: Lisa Cecere (Faculty), Kelly Falcone (Faculty)

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

**CALL TO ORDER:** The video conference meeting was called to order by Senate President Craig Thompson, at 2:34 pm.

**PUBLIC COMMENT:** None.

**ANNOUNCEMENTS:** Senate President Craig Thompson announced the revised Constitution passed 99 to 12 and is now available via a link posted to the webpage. Thompson thanked Wendy Nelson and Jenny Fererro for all their efforts in getting the constitution updated.

**AGENDA CHANGES:** None.

**APPROVAL OF MINUTES:**

**Motion 1 MSC:** Towfiq/Laughlin Faculty Senate approval of minutes of April 6, 2020 as amended (Exhibit I).  
Abstentions: Chris Sinnott

The motion carried.

**ACTION:**

**A. Issuing "EW" Grade:**

**Motion 2 MSC:** Sinnott/Nelson Faculty Senate approval of the language that reads: "The Faculty Senate believes and endorses that students should be allowed to apply for a grade of 'EW' from May 2, 2020, through May 15, 2020, and further believes that Student Services should make the decision on whether the 'EW' should be granted."

Minimal discussion followed and it was determined that Motion 2 should be amended and split.

No vote was taken.

**Motion 3 MSC:** Versaci/Nelson Faculty Senate approval of splitting the language as stated in Motion 2.

The motion failed.

**Motion 4 MSC:** Sinnott/Nelson Faculty Senate approval of language that reads, “The Faculty Senate believes and endorses that students should be allowed to apply for a grade of ‘EW’ from May 2, 2020, through May 15, 2020, and further believes that Student Services should make the decision on whether the ‘EW’ should be granted.”

The motion failed.

**Motion 5 MSC:** Laughlin/Sinnott Faculty Senate approval of the following language: “Given that the Chancellor’s office recommends allowing students the granting of an automatic EW grade for the remainder of the Spring semester due to the existing statewide State of Emergency, and that student grades fall under the 10+1+1, the Faculty Senate recommends that students should be allowed to automatically receive a grade of EW through May 15, 2020.”

The motion passed.  
I.A.1, I.B.1

B. Committee Appointments/Elections: None.

C. Curriculum: No report.

D. Election of President-Elect:

**Motion 6 MSC:** Laughlin/Sinnott Faculty Senate to accept nominations and to approve the voting result for President-Elect (Exhibit II).

Discussion began with Senator Teresa Laughlin nominating Senator Rocco Versaci who accepted the nomination. Senator Erin Hiro nominated Senator Wendy Nelson who accepted the nomination. Senators asked for clarification as to whom is eligible to be nominated based on a nominee’s membership term/status on the Senate. Senate President Thompson ruled that any full-time “currently serving” senator is eligible to run for President-Elect and if the nominee’s membership term expires before completing the two-year role, the nominee’s Senate membership term will be automatically extended.

Senator Anastasia Zavodny appealed Thompson’s ruling by stating that a Senator must have at least one year left on their Senate membership in order to be eligible to run for Senate President as outlined in the constitution Article IV, Section III Composition. The appeal was seconded by Senator Patrick O’Brien. A vote was taken and the appeal failed. Thompson was asked to place these constitutional issues on a future agenda so they can be addressed. Additional nominations included Senate Vice President Jackie Martin, nominated by Lawrence Lawson. Due to department chair duties in Business Education for 2020/21, Martin declined the nomination. Senator Chris Sinnott nominated Senator Anastasia Zavodny but it was determined Zavodny is not eligible to run due to restrictions against adjunct Senators placed in the recent revision of the constitution. Senator Zavodny nominated Senator Chris Sinnott who declined the nomination. Zavodny also nominated Senator Richard Albistegui-Dubois who declined the nomination.

**Motion 7 MSC:** Laughlin/Lawson Faculty Senate approval to extend the meeting by five (5) minutes.

The motion carried.

A role call vote was conducted and results reported by Senator Alexandra Doyle Bauer. ASG representative Jon Walker abstained. The new President-Elect is Senator Rocco Versaci.

I.A1, I.A.2

**REPORTS:**

- A. Senate President: Tabled.
- B. Planning Council Reports: Tabled.
- C. Palomar Faculty Federation: Tabled.
- D. ASG: Tabled.
- E. Guided Pathways: Tabled.
- F. Policies and Procedures: Tabled.
- G. Budget Committee: Tabled.
- H. Senate Committee Reports: Tabled.
- I. Other Reports: Tabled.

**INFORMATION ITEMS:**

- A. Committees via ZOOM: Tabled.
- B. ASG Concerns regarding online teaching: Tabled.
- C. Program Review: Tabled.

**ADJOURNMENT:**

The meeting was adjourned at 3:52 PM.

Respectfully submitted,

*Erin M Hiro*

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Erin Hiro, Secretary

The following curriculum changes, pending appropriate approvals, will be effective Fall 2020

A. Action: New Credit Courses - effective Fall 2020												
Subj.	Numb er	Title	Short Title	Impacts	Transfer Accept.	Distance Education	Multi- cultural	Grading Basis	Open Entry/O pen Exit	Justification	Reqs.	Orig.
1	FASH	156	<a href="#">Fashion Trade Show</a>	Proposed for Fashion Design Fashion Merchandising Visual Merchandising	CSU	Computer Assisted, Online Other (Field study trips with instructor to the designated fashion industry trade shows)	No	Grade/P ass/No Pass	Not Open Entry/O pen Exit	a. Because our students are transferring and are preparing to work in The Fashion Industry, the experience of attending the world’s largest wholesale fashion market place that showcases the latest in apparel footwear accessories and manufacturing will be life changing. b. Globally, fashion is a \$1.5 trillion-dollar industry. It employs millions of people. Eighty thousand people attend the UBM Magic trade show twice a year. Attendance to the conference will broaden their view on the many types of jobs and opportunities available. c. Through this conference they will be able to connect and network with buyers, company executives, brand representatives and manufacturing resources. They will be able to witness firsthand the skills and education needed to advance in the Fashion Industry. d. Attendance at the MAGIC seminar series covering industry insights trends and innovations. These experiences dramatically influence the worldview of these students preparing them for the Fashion Industry and Higher Education.	No	Rita Campo Griggs

Subj.	Numb	Title	Short Title	Impacts	Transfer	Distance	Multi-	Grading	Open	Justification	Reqs.	Orig.
	er				Accept.	Education	cultural	Basis	Entry/O			
									pen Exit			

**B. Action: Credit Course Changes - effective Fall 2020**

Subj.	Numb	Title	Short Title	Impacts	Transfer	Distance	Multi-	Grading	Open	Justification	Catalog/Student	Requisi	Originator
	er				Accept.	Education	cultural	Basis	Entry/O		Records Impacts	tes	
									pen Exit				

1	ASL	206L	<a href="#">American Sign Language IV (Lab)</a>	American Sign Language IV (Lab)	None	CSU	Computer Assisted, Television, Online	No	Grade/Pass/No Pass	May be Open Entry/pen Exit	This course has been optional for several years. Students have come to the ASL/Interpreting Lab and participated in independent study with minimal structure. Formalizing this course will support student success by providing a structured opportunity to practice ASL with peers under the supervision and guidance of a faculty member.	Updated description, SLOs, assignments, textbooks	None	Mary Mendoza
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Subj.	Number	Title	Short Title	Impacts	Transfer Accept.	Distance Education	Multi-cultural	Grading Basis	Open Entry/Open Exit	Justification	Reqs.	Orig.	
2	BIOL 141L	<a href="#">Introductory Biology: (Laboratory)</a>	Intro Bio: Zoology (Lab)	None	UC/CSU	No	No	Grade/Pass	No	This proposal is to change the course title to Introductory Biology: Zoology Laboratory. The Biology Department would like to change all introductory level non-majors biology course titles to "Introductory Biology: _____" insert emphasis here. We are hoping this will make it more clear to students and counselors that our courses are not sequenced, they do not need to take Biology 100 before taking the other courses, and to let students know they have multiple options for meeting their GE requirement. We are hoping that it will also minimize articulation problems where the names of some of our introductory courses were similar to major-level courses at their institutions.	Updated title, coding, objectives, content, SLOs, textbooks	Completion of, or concurrent enrollment in: BIOL 141	Kimberly M. Velazquez

Subj.	Numb	Title	Short Title	Impacts	Transfer	Distance	Multi-	Grading	Open	Justification	Reqs.	Orig.
	er				Accept.	Education	cultural	Basis	Entry/O			
									pen Exit			

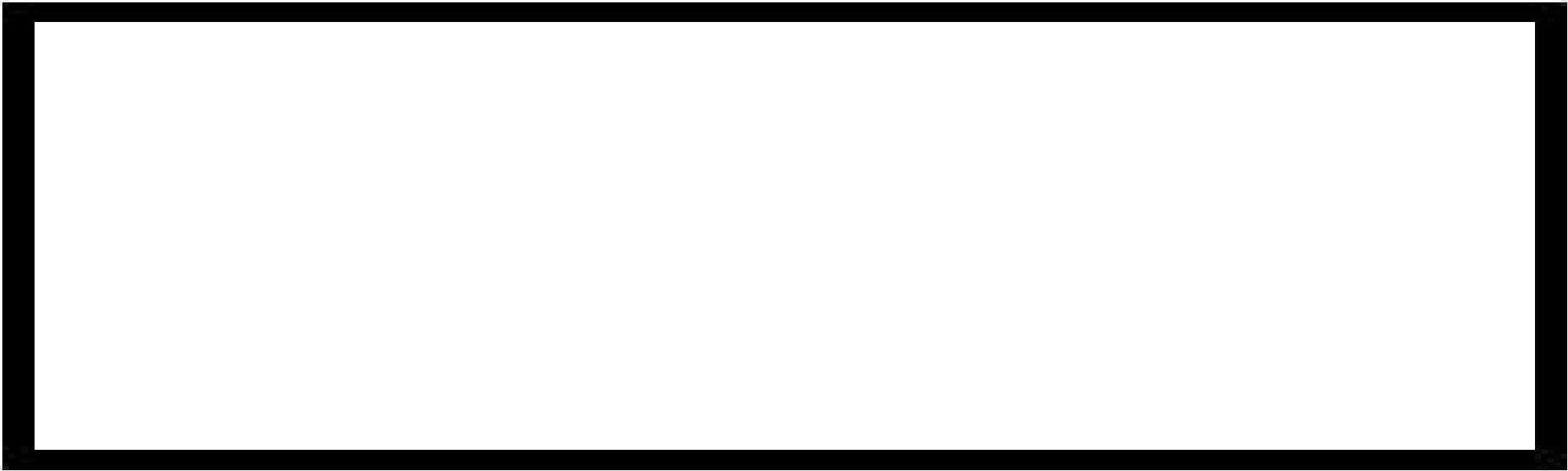
C. Action: Credit Program Changes - effective Fall 2020												
Program Title	Disci.	Award Type	Units	Justification	Catalog/Student Records Impacts	Originator						
1 <a href="#">Web Design and Development</a>	CSWB	A.S./C.A.	28	This program has been approved by the Chancellor's office.  I need to remove GCWB 140 from the program because it has been removed from curriculum and replace it with its closest equivalent, GCWB 154	Updated course sequence, added BUS 155, GCMW 115, various deletions,	Stephen R. Perry						
2 <a href="#">Web: Front End Design</a>	GCMW	A.S./C.A.	23-24	The program needs to be updated since the industry practices continually change.	Changed title, updated codes, planning information, learning outcomes, transfer information, description, vocational information, course sequence, added GCMW 177, GCIP 140, GCMW 220, GCMW 190, GCMW 115, GC 115, GCIP 152, GCMW 165, GCMW 215, various deletions	Lillian S. Payn						

D. Action: Distance Education - effective Fall 2020					
Course	Course Title	Distance Ed Delivery Methods	Proposal Type		
1 FASH 156	Fashion Trade Show Las Vegas	<u>Computer Assisted, Online Other (Field study trips with</u>	Credit Course New		

E. Action: Requisites - effective Fall 2020					
Course	Course Title	Requisite (s)	Proposal Type		
1 BIOL 141L	Introductory Biology: Zoology (Laboratory)	Completion of, or concurrent enrollment in: BIOL 141	Kimberly M. Velazquez		



Subj.	Numb er	Title	Short Title	Impacts	Transfer Accept.	Distance Education	Multi- cultural	Grading Basis	Open Entry/O pen Exit	Justification	Reqs.	Orig.
<b>F. Action: Technical Corrections - effective Fall 2020</b>												
<u>Subj.</u>	<u>Numb</u> <u>er</u>	<u>Title</u>	<u>Short Title</u>	<u>Impacts</u>	<u>Transfer</u> <u>Accept.</u>	<u>Distance</u> <u>Education</u>	<u>Multi-</u> <u>cultural</u>	<u>Grading</u> <u>Basis</u>	<u>Open</u> <u>Entry/O</u> <u>pen Exit</u>	<u>Justification</u>	<u>Requisi</u> <u>tes</u>	<u>Originator</u>



Subj.	Numb er	Title	Short Title	Impacts	Transfer Accept.	Distance Education	Multi- cultural	Grading Basis	Open Entry/O pen Exit	Justification	Reqs.	Orig.
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Subj.	Numb er	Title	Short Title	Impacts	Transfer Accept.	Distance Education	Multi- cultural	Grading Basis	Open Entry/O pen Exit	Justification	Reqs.	Orig.	
3	ASL 205	<a href="#">American Sign Language III</a>	American Sign Language III	None	UC/CSU	Computer Assisted, Online, Two- Way Video	No	Grade/P ass/No Pass	Not Open Entry/O pen Exit	This course proposal is being conducted to ensure requisites, SLOs, and objectives are clearly aligned and appropriately sequenced.	Updated description, added ASL 101L prerequisite, SLOs, objectives, assignments, textbooks, added DE <u>Originally approved 3/4/2020-Dept. removed Prerequisite ASL 101L and added corequisite ASL 205L</u>	Prerequ isite: ASL 101 <del>101L</del> ; Corequi site <del>{Course</del> require <del>d to be</del> <del>taken</del> <del>concurr</del> ently): ASL 205L	Melissa B. Smith

Subj.	Numb er	Title	Short Title	Impacts	Transfer Accept.	Distance Education	Multi- cultural	Grading Basis	Open Entry/O pen Exit	Justification	Reqs.	Orig.	
5	ASL 206	<a href="#">American Sign Language IV</a>	American Sign Language IV	None	UC/CSU	Computer Assisted, Television, Online, Two- Way Video	No	Grade/P ass/No Pass	Not Open Entry/O pen Exit	Currently, more than 70% of ASL IV students complete more than 15 hours in the ASL Lab every semester. Because the lab component is highly recommended, but not required, it is not built into the schedule. Students need to have an opportunity to practice the language, not just study it. This change will ensure that all students have the opportunity to develop conversational skills with a teacher present to lead communication activities.	Updated description, added ASL 205L prerequisite, added DE, SLOs, assignments, textbooks <u>Originally approved 3/4/2020- Dept. removed Prerequisite ASL 205L and added Corequisite ASL 206L</u>	Prerequ isite: ASL 205 <del>and ASL 205L</del> <u>Corequi site ASL 206L</u>	Melissa B. Smith

**G. Information: Course Reviews**  
**The following courses have completed the course review process effective fall 2020**

Course Number	Title	Distance Education	Originator
1 AIS 101	The American Indian Frontier From Colonialism Through the	Computer Assisted, Television, Online, Two-Way Video	Patricia Dixon
2 AIS 104	The Music of Native America	Television, Online, One-Way Video	Alan Lechusza Aquallo
3 AIS 115	A History of Southwest Indians	Computer Assisted, Television, Online	Patricia Dixon
4 AJ 101	Criminal Evidence	None	Morgan Peterson
6 ANTH 220	Advanced Archaeological Surveying	None	James D. Eighmey
7 ANTH 225	Historical Archaeology	None	James D. Eighmey
8 COUN 100	Introduction to Basic Counseling Skills	None	Patrick J. OBrien
9 DNCE 146	Choreography II	None	Margaret M. Faulkner
10 DNCE 281	Summer Dance Workshop	None	Margaret M. Faulkner
11 FASH 175	Analysis, Evaluation, and Comparison of Ready-to-Wear	Computer Assisted, Television, Online, Two-Way Video, One-	Rita Campo Griggs

**BROWN ACT GUIDELINES FOR COMMITTEES****LEGAL GUIDELINES**

The Ralph M. Brown Act (“Brown Act”) (Govt. Code § 54950 *et seq.*) open meeting requirements apply to all “legislative bodies” as defined by the Brown Act. In addition to the governing body of a local agency, the term “legislative body” includes committees of the governing board, whether permanent or temporary, decision-making or advisory, created by resolution of formal action of the governing board. (Govt. Code § 54952 (b)) “Formal action” is not limited to a formal resolution or a formal vote by the body.

**Exception:**

Advisory committees composed solely of the members of the legislative body that are less than a quorum of the legislative body are not legislative bodies. (Govt. Code § 54952(b))

**Limitation:**

This exception does not apply to standing committees, regardless of composition, which:

- Have continuing subject matter jurisdiction (e.g. budget, finance), or
- A meeting schedule fixed by charter, ordinance, resolution or formal action of the legislative body. (Govt. Code § 54952(b))

**LEGAL IMPORTANCE**

Committees that fall within the Brown Act’s definition of a “legislative body”, and not subject to the limited exception, must fully comply with the Brown Act.

**EXAMPLES**

A charter school Board of Directors composed of five (5) members creates the following committees:

- An advisory committee composed three (3) Board members. This committee is composed of a quorum of Board members and must comply with Brown Act as it does not fall within the limited exception.
- An advisory committee comprised of two (2) Board members for the purpose of overseeing the creation of a budget. This committee is composed of less than a quorum, but is a standing committee which is subject to the Brown Act’s requirements because it has continuing jurisdiction over the budget.
- An advisory committee comprised of two (2) Board members for the purpose of creating a report in six months on the effectiveness of new school policy. This committee is an exempt advisory committee because it is composed of less than a quorum of Board members and it is not a standing committee since it is charged with accomplishing a specific task in a short period of time. (e.g. a limited term ad hoc committee).
- An advisory committee comprised of two (2) Board members to meet on the first Monday of each month pursuant to a Board resolution. This committee is subject to the Brown act as a standing committee since its meeting schedule is fixed by the Board of Directors.

## **ARTICLE 5: THE FACULTY COUNCIL**

- I. The Faculty Council consists of five members: the Faculty Senate President, the Faculty Senate Vice President, the Faculty Senate Secretary, and the past President of the Senate, and one Senator who is appointed by the Senate body for a term of one year on Council.
- II. The Faculty Council shall have weekly meetings during the academic year at a time determined by the Council and shall meet with Senate and Governance Committees as it sees fit or as directed by the Senate or the governance structure.
- III. The Faculty Council duties include:
  - a. Advising the Faculty Senate President on matters coming before the Senate and reviewing the agenda prior to each meeting.
  - b. Planning for the presentation and selection of Faculty Senate Awards (Faculty Service Award, Margie Ruzich Gift of Time Award, Scholarly and Professional Achievement Award, etc.)
  - c. Planning a Faculty Senate retreat each year.
  - d. Planning for faculty social events (examples include the Faculty Achievement Celebration of Excellence, joint events with PFF, new faculty orientations, etc.)
  - e. Reviewing release time available to the Senate under the CBA and bringing suggestions for distribution to the Senate. Decisions about release time will be discussed in the spring of each year to be effective for the following school year. No one Senator can make unilateral decisions about distribution or allocation of release time.
  - f. Reviewing petitions for review, referendum, initiative, censure or recall (see Article 2).

Calling for additional meetings of the Senate (see Article 4, Section 7).